

**St Michael the Archangel, West Hill**  
*Bringing Jesus Christ to our Community*

**Annual Meeting of Parishioners**

held on Sunday 18 May 2025 in the Narthex, immediately after the morning service

**Annual Meeting of Parishioners for the Election of Churchwardens**

In attendance: The Revd Mark Ward (Chairman), The Revd Ann Turner, The Revd Mac Dick and 24 members of the congregation/residents of the parish, 1 visitor, 1 child.

Mark opened the meeting with prayer at 11:15.

Fiona has stepped down as churchwarden and Pam has agreed to continue. There were no other nominees, and no-one at the meeting came forward to fill the vacancy.

Pam was duly appointed (Proposed by Ann Pangbourne Seconded by Fiona Rimmer).

Mark thanked Fiona for her work as Churchwarden over the last 5 years (as well as 4yrs previously at Ottery) . He said that she would not be going away but would continue to serve the church in many other ways.

He thanked Pam for her long ministry as Churchwarden (*since 2007*) and for being willing to continue for a further year. He emphasised the importance of the whole Church giving her support, and not expecting her to do the work of two churchwardens. He acknowledged also the support she receives from Bob.

***One vacancy remains***

The meeting ended with prayer.

**St Michael the Archangel, West Hill**  
*Bringing Jesus Christ to our Community*  
**Annual Parochial Church Meeting**

held on Sunday 18 May 2025 in the Narthex, immediately after the Annual Meeting of Parishioners

**Apologies** were received from Sue Ritchie, Sue Lock, Pam Baker and Sue Bonnie

**Attendance:** Revd Mark Ward (Chairman), Revd Ann Turner, Revd Mac Dick and 22 members of the electoral roll of the parish,  
1 visitor, 2 members of the congregation not on the electoral roll, 1 child.

**1. Minutes of 24 April 2024**

These have been available on the OVMC website for the past year. No amendments were forthcoming, so they were approved and signed.

**2. Matters Arising:** There were no matters arising.

**3. Election of Deanery Synod representatives**

Mark noted that Deanery Synod representatives are elected every three years (currently 2023-2026). Sue Bonnie resigned during the year, so there is a vacancy for one year.

No-one at the meeting came forward to fill this role ***one the vacancy remains.***

Sue Lock is the single current representative.

**4. Election of Church Council members**

Mark noted that the Vicar, Deanery & Diocesan Synod Reps, and Churchwardens all have a place on the Church Council. Also Mac Dick and Ann Turner (co-opted clergy in 2024, line with Church Representation Rules still current in 2025).<sup>1</sup>

There were three vacancies for the triennium 2025-2028. Two nominations had been received :  
Matt Gardner standing for re-election; Maggie Gordon

Both were elected

Cag Ward offered to stand and will be co-opted into the the third place once she is on the Electoral Roll

***There remains one vacancy for 1 year for the triennium 2023-2026***

Mark thanked those who were remaining in particular roles,  
Ann Pangbourne as Minutes Secretary, Jo Bromley for her work as Treasurer and particular thanks to Sue Ritchie whose role as Safeguarding Officer is a huge one & in which she is "outstandingly good".

A prayer for the new PCC was said by Fiona Rimmer

**5. Appointment of Independent Examiner**

Tony McGregor is happy to continue as Independent Examiner for another year. Proposed by and seconded by. He has done an excellent job supporting St Michael's for another year and the proposal was agreed by all.

**6. Electoral Roll**

---

<sup>1</sup> M15:Members of the PCC are....

(1)(k) any clerk in Holy Orders, or any actual communicant aged 16 or over, whom the PCC decides to co-opt as a member, with the number being determined under paragraph (10).

M15:(10) The number of members under paragraph (1)(k) is either two or any greater number which does not exceed one-fifth of the number of members ...

The revised electoral roll is currently 75, (88 at APCM last year and reduced to 74 during the year). Resident and non-Resident to be advised  
John Davies is happy to continue as Electoral Roll Officer.

#### **7. The proceedings of the Church Council and the parish**

Mark referred to the content of the annual report, of which copies were available on the board in the Narthex and on the OVMC website. This can be found under Churches/West Hill/Documents. Pam Johns thanked Jo for all she had done in getting grants towards the NACRE project.

#### **8. Financial statements for the year ending 31 December 2024**

Mark thanked Jo Bromley for stepping in as Treasurer and for all her hard work. No questions were asked about the report or financial statement. These were therefore accepted.

Mark asked the meeting to note that the finances of the Church were straining and it was difficult to match expenses with income. Most of the income comes from the Church members and so we need to address this as a Church. Either to grow the pool of those who give or look at whether we can as individuals increase our giving.  
Mac would be preaching about this on the next Sunday after the APCM.

#### **9. The fabric, goods and ornaments**

Mark spoke to this: Highlighting

- the recent problems with water leaks: both the necessity of repair and large bills from SW Water. Fiona had borne the weight of this.
- The ongoing matters of the church which was borne by both Churchwardens and
- the NACRE project which Pam has been heading up since the autumn. He remarked on the fantastic fundraising that had been done: both the time spent and the amount raised. He noted that the work was just beginning and that in time more fundraising would be needed. He thanked Pam and Bob for doing a great job.

Pam reported that the work would start the day after the meeting. Keith Marchant and John Hallett are checking drains and gutters to assess any immediate work to be done.

John Hallett asked about the Quinquennial inspection which is due this year and noted that we will need to pay both the architects fees and for any work which results from the inspection.

#### **10. Deanery Synod**

Mark confirmed that there had been three Deanery Synod meetings in the year. The report on Deanery Synod activity has been posted on the board in the Narthex for the last few weeks.

#### **11. Team Vicar's address**

Mark spoke of the difficult year it has been for St Michael's, saying goodbye to so many faithful people, and how we miss them and their contribution. But he also spoke of the love and care we have for one another, which he said was a joy to see. He said we do have a huge amount to celebrate.

He welcomed Ann Yates who was visiting for the day after her recent move, and how much we will miss Sue Doggett, and Chris, who is moving away next week.

He spoke about our life of worship and the faithful ministry of both Ann and Mac. He said how wonderful it was to see Mac back taking services such as the Crib service, the Christingle and services for the Royal British Legion. He also thank Ann for the continued ministry through Bible Study courses such as Christianity Explored.

He thanked the lay leaders of Cafe Church and the 3rd Sunday service and all who support them and said that although the service pattern had not changed we are making an effort to make the 3rd Sunday service more family friendly.

He spoke of all those who minister in different ways within the Church

Margery, Geoff and the choir, Jane and Cag for Simply Worship and all who help on Sundays:

those who read or lead the prayers, do the flowers, set up for and clear away after Communion, provide or provide refreshments.

Also all the weekday events: Rosemary and her team for Messy Church; the teams who run Tea, Toast and Toys; Welcome Cafe and for new people stepping up to help with that. And for all the other good things: the Men's Supper Club and the monthly Prayer meeting which he had been tempted to stop as so few came, but now has a regular 8-10 people coming.

Like the theme of the service we had just had, he reminded us that the people of the Church are similar to a building. Parts may be famous, parts obscure but every part necessary.

## **12. Any Other Business**

1. A request was made that the leaders of the third Sunday services should inform Margery Whittington, Geoff Green and Coral King of the hymns at latest on ***the Tuesday prior to the service.***

*(Post meeting note: **Rosemary Hudson should also be informed of the theme and provision for children**, so that she can encourage Messy Church families to come)*

2. It was brought to the meeting that there was some concern regarding the closure of all the Mission Community churches, except Ottery, on Pentecost Sunday for the third year running. It was suggested that the views of the meeting should be sought and represented to Lydia if a majority were concerned.

Various comments were made and discussed including

- closing all the churches on any Sunday being "quite wrong"
- what it says to people visiting - on holiday, visiting the area, or those with a view to moving or just having moved, if they arrive for a service only to find the church closed.
- whether a joint service actually serves the purpose when many can't or don't go
- the difficulty for older people or those with mobility issues to get to St Mary's Ottery, due to the lack of parking, the uphill walk from Sainsbury's car park and the steps up to the church. This in turn means they have no place to worship on that day.
- A suggestion was made that a Mission Community service/event might be held on a day other than a Sunday.
- It was also suggested that the various congregations of the Mission Community might not have a shared vision.

Mark reminded us that at St Michael's we have the luxury of a service at the same time (apart from Café Church) every Sunday, but we should remember that most village churches do not have a service in their building every week. He also pointed out that, for some people who worship regularly in smaller congregations, there is encouragement in meeting and worshipping as a larger group. And it is only once a year. He understood why people want a Pentecost service in their local church (although, again, not every church can have a service every Sunday) but explained that Pentecost could also be seen as a day to celebrate the wider church.

He asked for a show of hands on each of three areas of concern as follows:

- a) the closure of the churches on a Sunday
- b) the closure of the churches on a Festival day
- c) the problems and consequences of access to the venue

Results: out of 25 eligible to vote

- a) 11 felt that there should not be a closure of all the churches on any Sunday
- b) 16 felt that there should not be a closure of all the churches on a Festival Sunday
- c) 18 were concerned about the venue.

Mark said he would relay the feeling of the meeting to the rest of the Mission Community staff team.

The meeting drew to a close at 12:20.

The date for the next Annual Meeting was agreed by the new PCC as Sunday 19 April

**St Michael the Archangel, West Hill**  
*Bringing Jesus Christ to our Community*

**Minutes of the PCC meeting**

held on Sunday 18 May 2025 in the Narthex, immediately after the APCM

**Attendees**

The Revd Mark Ward (Chair), The Revd Mac Dick, the Revd Ann Turner  
Pam Johns (Church Warden),  
John Davies (Electoral Roll Officer), Coral King (2023-26)  
Joanna Bromley, Rosemary Hudson (Eco-Church),  
(2024-27)  
Ann Pangbourne (Minutes Secretary, Diocesan Synod Rep)  
(2024-27)  
Matt Gardner, Maggie Gordon,  
(2025-28)  
Cag Ward (pending co-option)  
(2025-28)

**1 Apologies**

Sue Lock (Deanery Synod Rep), (2023-26)  
Sue Ritchie (Safeguarding Officer) (2024-27)

**2 Appointment of Officers** These were agreed as follows:

**Vice-Chair**

Mac Dick is willing to continue

**Electoral Roll Officer**

John Davies (agreed in APCM)

**PCC Secretary**

**vacant**

Ann Pangbourne is happy to continue as Minutes Secretary

**Safeguarding Officer**

Sue Ritchie is willing to continue

**Health and Safety Officer**

Cag Ward volunteered

**3 Appointment of two or more members of the Standing Committee**

The Standing Committee consists of the Chair of the PCC, the Churchwardens and at least two other members of the PCC appointed by the PCC by resolution.

Since we now only have one Churchwarden Mark said he felt it would be good to have at least 3 people in addition to himself and Pam.

These were agreed as Jo Bromley, Mac Dick, Matt Gardner.

**5 Any Other urgent Business** None was raised

**6 Date of next meeting agreed**

7:30 pm Wednesday 18 June 2020 in the Narthex