

PENARTH MINISTRY AREA
MINUTES OF THE ANNUAL VESTRY MEETING
held on Monday 13th April 2026 at St Augustine's Church at 7.30pm

ATTENDANCE

Chairperson: Mel Griffin (MG) Ministry Area Lay Chair. Minutes: Rachel Elder (Administrator)

Clergy present: Rev Jimmy Young (JY) (Acting Ministry Area Leader), Rev Susannah Griffin (Curate)

There were 61 people present.

1. OPENING PRAYERS were led by Hugh Bryant

2. APOLOGIES FOR ABSENCE

Margaret Casey, Kehinde Bryant, Ann Packer, Patsy Cohen, Adrian Ennis, Corinne Shields, Kath Williams, Huw Williams, Sylvia Harris, James Livingstone, Debbie Livingstone, Viv Liles.

3. LAY CHAIR'S INTRODUCTION

Mel Griffin welcomed everyone to the meeting, saying it was a chance to look back on what we have achieved in the past year and look forward to what we hope to achieve in the future. MG also said it would be her last AVM as Lay Chair, as she will have served 6 years in December. It will be up to the Bishop to appoint someone new, but it would be based on recommendations from the MA Leader, so anyone interested can speak to MG or JY. MG thanked everyone for their support during her term of office. She also thanked Jimmy, Susannah and Hugh Bryant for taking on the extra workload during the vacancy and thanked Rev Margaret Stark and all the visiting clergy for helping us through this time.

4. MINUTES

The minutes of the last Annual Vestry Meeting (AVM) held on 31st March 2025 had been circulated and have been available on our website. No points of accuracy were raised. Acceptance of the minutes was proposed by Hugh Bryant and seconded by Michael Lawrence. They were approved and agreed as a true record of proceedings by those present.

5. MINISTRY AREA LEADER'S REPORT – Rev Jimmy Young, as Acting MA Leader.

A written Clergy Report had been circulated before the meeting.

JY thanked MG for all her work as our Lay Chair and invited the meeting to show appreciation with a round of applause.

Despite being a member of staff down, JY said there were many good things happening in the Ministry Area, showing growth and development. He highlighted many of the positive things that had happened which felt very encouraging. He also thanked the many people that work so hard to make everything work in all the different churches, buildings and groups.

The MAC had continued to work on fulfilling our Vision and Strategy. Members had also helped produce the MA Profile for the new MA Leader's job which is currently being advertised. He urged people to pray for the right person to be drawn to the post and he hoped we would get someone starting later in the Summer.

6.

a) Ministry Area Reports

MG said the Annual Report that had been circulated contained written reports by the Clergy, Lay Chair, MA Wardens, plus reports on Safeguarding, Buildings, Children & Young People's activities, Fellowship & Events, Music, Cytûn, Deanery and Diocesan Conferences. She invited questions, but none were raised. However if anyone did have further questions they could be sent in by email and would receive an answer.

b) Electoral Roll – further forms had been received since the report was published, so the roll stands at 271 as at 14/4/26. This was down slightly from 280 last year.

c) **2025 Accounts** – Chris Salisbury (CS)

These had been circulated prior to the meeting.

CS showed two PowerPoint slides, the first showing income and expenditure for 2025, and the balance sheet at end of the year. He highlighted

- An operating deficit on General unrestricted funds of c£22,000. This was down from £40,000 last year.
- Like for like income was £330,000 which was an increase of 3%, although expenditure was also roughly 3% more.
- Running PMA costs c£1,000 per day
- The Balance Sheet showed a large increase of long term assets as the Halls had now been incorporated into our balance sheet.
- There was a large increase in cash assets as well, from the proceeds of the sale of the Coleridge Avenue house.

The second slide gave the key numbers for 2025 and looked forward to 2026.

Unrestricted funds

- Voluntary income was up £14,000 which was very encouraging.
- Our payment to the Common Fund had decreased by £38,000 following a change to the way payments are decided.
- However, any savings had gone on maintenance which had risen by £41,000. This was expected and was likely to continue.

Restricted Funds

- The Norman & Freda Jones Trust had given an income of £40,000 over the year.
- Donations, legacies and grants totalled £67,000 in 2025.

Balance Sheet

This now includes

- Proceeds of Coleridge Ave sale of £459,000
- Valuation of the Halls at £1,000,000

Looking forward to 2026

- Maintenance budget was £100,000 but there was also a backlog of maintenance, the costs of which are still to be determined.
- The current state of world affairs led to a predicted upwards cost pressure of 10-15%
- There may also be a downward pressure on income for the same reason.
- This meant that we have a blue-sky fundraising target of £60,000. CS stated that we are highly unlikely to raise that but it is there in order to balance the books.
- Investments are in 'safe' funds as the appetite for risk is low.
- We will probably once again have a deficit by the end of the year, which can be absorbed but it's not a situation that can go on indefinitely.

Len Smart asked if we have a say in where our funds are invested. CS said we do, they are currently in the Church of England Common Fund which is a low risk investment. A further question asked if they could be in higher risk funds to get better returns. CS said the MAC preferred not to go with high risk funds and MG said that as Trustees the MAC must act responsibly to ensure funds are safe.

Thanks was given to Chris for all his work preparing the accounts and managing finances throughout the year.

7. APPOINTMENT OF INDEPENDENT EXAMINER

CS proposed to appoint Caroline Candy of Naunton Jones Le Masurier Accountants as independent examiner of the MA accounts. Seconded by Neil Pugh. Agreed by those present.

8. MA VISION AND STRATEGY UPDATES – JY reported using a series of slides

- JY showed the slide of the Penarth Ministry Area Vision Statement, showing our mission and vision.
- JY said that we are not just biding our time but have an active mission. There has been continual activity and there are signs of new life and growth. We have reached out to the community in initiatives such as the Christmas and Easter Experiences with local primary schools. We have now connected with all the primary schools in Penarth.
- One of our major Strategic Initiatives was to appoint a Full-time Young People's Ministry Leader. This has been done and Laura Hartley-Ames will join us from 1st May. She will work with 0-18s, families and schools.
- The project to improve facilities at St Augustine's Church has plans drawn up for consultation with the congregations and some other outside organisations, before being submitted to the Diocesan Advisory Committee. The plans will help make the building more accessible.
- We have officially been registered as an Inclusive Church.
- New signage for outside our buildings has been planned and a new website is in the process of being set up.
- We have seen an increase in giving, the development of the Pastoral Team, and an increase in the number of people undergoing safeguarding training and DBS checks.
- The Sunday@4 initiative at St Dochdwy's was tried for over 6 months. Although initially it was successful, numbers tailed off, however it had still been worth trying. Recently, the Easter Egg Hunt at St Dochdwy's had attracted a large number of people, so it is hoped to try more one-off events there in future.
- JY said that we have lots of groups that people can get involved with. Everyone should seek out what they can do, whether that is offering time to be part of a project or taking on a specific role in the Ministry Area. We can also give financially to support what is happening, and most importantly pray for the work

9. ELECTIONS

a) Ministry Area Wardens.

Neil Pugh and Elizabeth Treasure had been nominated as MA Wardens. Their election was unanimously agreed by those present.

b) Sidespeople

MG proposed to elect on block those already appointed as Sidespeople and Welcomers. Helen John seconded and it was agreed by those present.

c) Ministry Area Council

There are eight places for lay members - four from each of the legacy parishes of All Saints, Penarth and Penarth & Llandough.

Penarth & Llandough nominations:

St Augustine's – Robert Court, Elyn Hannah

Holy Nativity – Huw Williams

St Dochdwy's – Jan Cullen

These were elected on block, no abstentions or objections were noted.

All Saints – Six nominations had been received for four places so there was a vote done by written secret ballot. Those receiving the most votes were declared elected:

Peter Akers, Alina Davies, Tom Crooks, Len Smart.

MG thanked the other candidates for putting themselves forward.

d) Confirmation of Sub-Warden appointments

All Saints - Patsy Cohen, Adrian Ennis, Megan Morley, Corinne Shields, Linda Seymour, John Taylor & Jean Woodman

St Augustine's - Tom Blenkinsop

Holy Nativity - Kath Williams
St Dochdwy's - Jan Cullen
St Peter's - Matthew Salisbury.

- e) Lay Representatives to the Deanery Conference
There was still a vacancy to fill for this, but no nominations. MG said if anyone would like to come forward, they could speak to her for information.

- f) Lay Representatives to the Diocesan Conference
MG and Elizabeth Treasure were representatives, but we can have up to five Lay members. Hugh Bryant had been nominated and his appointment was agreed by the meeting.
If anyone else is interested, they should contact MG or the Clergy. It mainly involves attending an evening (zoom) meeting and a full day meeting in September/October. It is a chance to discuss the Diocesan plans and hear the Bishop's vision for the next year.

MG explained that at the next AVM, it is proposed that the model for MAC representation will change. We will move away from the model that gave 4 places to each of the former parishes, but at the same time make sure that each church still has a voice on the MAC. There will be congregational meetings to discuss this. It will require a new Bishop's Decree defining the constitution of the MAC before the next AVM.

In addition, the Diocese wants MAC members to be elected for a term of 3 years, which will begin from the next AVM. However, to make it more of a rolling programme, members will initially serve for 1 year, 2 years or 3 years by a method to be decided. Subsequently only one third of MAC members will be up for election every year. Members can still step down at any time if desired.

10. ANY OTHER BUSINESS

Outward Giving

MG brought forward this item which the MAC had been discussing. It was felt that we should be generous in giving to those around us, so the MAC had agreed to give 5% of unrestricted income away, with a view to gradually increasing the percentage to 10% over time. This would be based on the previous year's income and would be split between three charities – one local, one national and one global. This would be approximately £3000 for each charity, leaving a small amount that the Clergy could use as an emergency fund for those in urgent need.

We would support each charity for 3 years and hopefully build a relationship with them by having speakers, articles in the magazine, regular prayer etc. The charities would need to be aligned with our values and would be checked out before being recommended.

Members of our congregation were invited to make suggestions about the charities we could support. After evaluating them, the MAC will draw up a short-list and then everyone could vote about it.

Linda Guilfoyle raised the question of whether it is legal for us as a charity to give money from general funds to another charity. Hugh Bryant said that the Government website says that "charities can work with other charities to carry out their purposes. This could include fundraising, donating or making a grant to the other charity." CS will confirm that this is the case.

The meeting closed at 8.30pm with prayers led by Rev Jimmy Young.