



anglican parish of diamond creek

**ANGLICAN PARISH OF DIAMOND CREEK
ANNUAL GENERAL MEETING MINUTES
Wednesday 18 November 2020 - 7:30pm**

1. **Prayer and Bible reading:** 7:35pm, Vicar – Revd Dr Tim Johnson

Psalm 46

God is our refuge and strength and ever-present help in times of trouble....

Psalm 46 speaks about a world that is in crisis and catastrophe. This year nearly everything that we have relied upon has been shaken. But not everything, because this Psalm reminds us that despite tumult and disruption someone is immovable and solid:

*God is our refuge and strength,
an ever-present help in trouble.
Therefore we will not fear... In the midst of this crisis.*

Tim acknowledged the traditional custodians of our Country.

2. **Apologies:** names (*see appendix A*)
Attendees: names (*see appendix B*)
- Chair:** Tim Johnson
Minute Secretary: Carolyn Burns

3. **Minutes of previous meeting:** AGM – Wednesday 13 November 2019

Motion: To accept the Minutes of last year's AGM as a true and accurate record of the meeting.

Moved: Rob Shackleton

Seconded: Chris Grinton

Carried unanimously

4. **Reception of the Electoral Roll**

There are currently 230 names on the Parish Electoral Roll. The quorum required for this meeting is 1/5 of the Roll. The quorum has been met.

Motion: That the electoral roll be received.



Moved: Lyndell Whiting

Seconded: Ian Borrie

Carried unanimously

5. Notice of Items for any other business

Katherine Shields thanked the Vicar for starting the AGM with an *Acknowledgement of Country* and asked for Parish Council's progress on other reconciliation actions like signage for the building. This will be covered under General Business.

Carolyn Fairweather asked for an update on the toilet renovation. This will be covered during the Wardens report.

6. Vicar's Report – Tim Johnson

Taken as read.

This year the ministry reports were combined into the Vicar's Report. This was a collaborative effort of the staff which Andy Barras turned into a professional report at the end. This is a great metaphor for how things have worked this year ie; A team effort with Andy bringing it together

As a result of the COVID-19 restrictions our church has done exceptionally well under the circumstances. Tim gave credit to the leadership of the church, staff and parish council.

Even though we haven't met in person we have seen opportunities grow and expand due to change of media. People have become followers of Jesus this year – online. People have reconnected with faith that had drifted – online. People have been disciplined and strengthened in their faith – online. We Praise God for this.

Tim paid testimony to the work that has been done by our leadership over the past 3-5 years leading up to the crisis. Previous Staff, Parish Council and Wardens decisions set us up very well. Staffing decisions regarding Andy Barras's employment meant we had a great head start in providing for all our digital requirements.

Part of the reality as we look to the future is that we are forced into the digital space and we can't go back to the way things were before. It is a reality now as things need to change. We need the wisdom of God for this and we have an opportunity to be proactive to make changes. The diagram in the printed report explains this new change and we need to be agile and have a culture of experimental to embrace change. A survey has been produced for congregational input. Next week we will have a planned conversation for how close we are to opening in person onsite services.



Tim thanked and acknowledged the staff team and wardens. Tim acknowledged Rob Shackleton as he is stepping down after 6 years as the Property Warden. We are thankful to God for his total commitment and dedication and Godly servant heart.

Tim also thanked David Woods our Treasurer for his dedication in keeping our finances in order.

Questions invited, but none asked.

7. Statement of Accounts 2019/2020 – David Woods, Treasurer

Covid-19

The Parish completed the year in a strong financial position notwithstanding the impact of the six months disruption to the ‘normal’ ministry activity of the Church. For this we are thankful to God and the support of the Church community.

The principal impact of Covid-19 on the financial affairs of the Parish are:

1. **Segregation of offertory.** Historically we have recorded the offertory received against each of the three Church Centres within the Parish. This has not been possible in the March to September 2020 period because almost all of the money received has been received electronically with very little of it being designated to a particular Centre, i.e. St John’s, St Katherine’s and St. Michael’s. Therefore, we have had to record undesignated amounts as ‘Parish Offertory’
2. **Jobkeeper.** All Parish staff are employed by the Melbourne Anglican Diocese Corporation (‘MADC’). This is the position across the entire Melbourne Diocese. MADC was successful in receiving Jobkeeper 1.0 and, as such, the Diamond Creek Parish benefitted. This money was used to fully retain all staff at their pre-Covid hours.
3. **Income & Expenses.** Income and expenses (except for Offertory and staff costs) were greatly reduced as a result of a large number of ministry activities in the period March to September being suspended.

2019/20 financial year results

- Offertory and Thanksgiving income was on budget up to the end of March. The under-budget amount of \$28,000 was all in the second half. Overall, this is a point of praise to God and thanks to the congregation,
- By being under the umbrella of the MADC we were able to maintain full staffing for the whole year.
- The Parish result for the full year was a surplus of \$69,000. Without Jobkeeper we would have had a deficit of \$33,000 or we would have been faced with the need to prayerfully consider staff hours.
- The Diocesan Assessment is always based on the income for the previous year. In 2018/19 we received a large one-off payment from selling the income from the telco contract for the next 20 years.



- As reported at last year's AGM we valued our Plant and Equipment (\$177,000) and this introduced the need to make a provision for depreciation of \$9,000. This is a non-cash accounting entry and has been recorded in Other Expenses below the Operating Surplus in the Profit & Loss.

Question: Chris Grinton – do we have insight moving forward whether we will be able to manage each church accounts separately or will we continue consolidation.

Answer: Until the issue of Covid is behind us – all income is coming through direct credit to our account and where possible is recorded under St John's, St Katherine's and St Michael's.

Motion: That the audited accounts for the year ended 30 September 2020 be received.

Moved: Victor Jetten

Seconded: Chris Grinton

Carried unanimously

8. **Budget 2020/2021** – David Woods, Treasurer

The Parish Council is recommending a budget deficit of \$21,000 for the year. This should be considered in light of the surplus achieved in the 2019/20 financial year.

A separate budget for the three Centres has not been prepared, however this may be reconsidered when the 'new normal' becomes clearer.

The key assumptions in the following consolidated budget are:

- The underlying assumption is that 'normal' church ministry activities will resume in the second half of the Church's financial year – i.e. April to September.
- A 1% increase in the Offertory/Thanksgiving income from the congregation. This is the smallest increase in some time and recognises the past and continuing effect of Covid-19.
- The Dioceses has advised that MADC will qualify for Jobkeeper 2.0 but has recommended that we do not budget on getting the Business Support Grants 2.0 & 3.0 from the State Government.
- Ministry staff hours will be maintained or increased (see Vicar's Report for more details) .
- For various reasons property maintenance in recent times has been delayed/deferred and so a \$30,000 provision has been made to address this unsatisfactory position.

David expressed a big thank you to Dianne Cheraghi with good support from Carolyn Burns. They have been able to maintain the Church's financial records in an up to date and accurate manner in a demanding year. Also, a big thank you to the staff, volunteers and the whole Parish for the support given that has enabled a high level of ministry to be provided in these very challenging and difficult times.

Questions invited. None were raised.



Motion: That the 2020/21 draft budget as presented be adopted.

Moved: Chis Grinton

Seconded: Rob Shackleton

Carried unanimously

9. Appointment of Auditor

David Woods expressed thanks to Bruce Allen for his professional and godly service, supporting us in the role of auditor for many years, and confirmed that he was agreeable to continue the role in the coming year.

Motion:

Moved: David Woods

Seconded: Chris Fisher

Carried unanimously

Motion: That Bruce Allen, from GNS Group, be appointed auditor for the 2020/21 financial year.

Moved: David Woods

Seconded: Mick Fisher

David concluded the financial focus of the meeting with a reminder that our figures are not just cold numbers, but represent an expression of our commitment to positively respond to Jesus' commission in Matthew 28:19-20

Therefore go and make disciples of all nations, baptising them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything I have commanded you. And surely I am with you always, to the very end of the age.

10. Churchwardens' Report – Mick Fisher

Taken as read.

Mick expressed thanks on behalf of the Wardens to the staff team, for the blessing they are to the Parish, particularly in their being adaptive and supportive during this current Covid situation. To David Woods, for the monumental job undertaken, particularly in relation to job keeper, government forms and surveys and various other issues.

The congregations of St John's, St Michael's and St. Katherine's have demonstrated unshakable trust in the ministry in the Parish and this shows particularly through the generosity of giving. The wardens are also extremely encouraged to see the Thanksgiving



Appeal approaching its goal. This money will be used to further the mission and ministry in the parish and 15% will be forwarded to our mission partners as usual. All by the grace of God which allows us to go ahead in the future.

There are plans to undertake a good deal of maintenance in 2021 as Parish Council see the maintenance of the building and surrounds as a priority for the future.

Carolyn Fairweather asked about the toilet upgrade:

As life opens-up we have plans to continue the project as intended.

Recently 5 windows were broken including 3 stain glass windows as a troubled man broke into the church to seek refuge. 2 clear laminated windows have been repaired and specialist artist is in the process of repairing the stain glass windows. The video Tim Johnson put out about this speaks of the love of Christ and that we all need mending and it is encouraging to see the heart of our church members and others in this. This year has been challenging, tiring and sad. Let us not forget that God is always with us as we trust and seek more of Him and become more involved in the community to show Jesus love to our community.

Questions invited, but none asked.

Motion: That the Churchwardens' report be received.

Moved: Mick Fisher

Seconded: Warwick Miller

Carried unanimously

11. Election of Wardens and Parish Council

There are three Warden positions and three nominations. Two are elected positions and one is appointed by the Vicar. Therefore, Anna Greenhalgh and Alan Fairweather are elected unopposed. Mick Fisher has once again accepted Tim's appointment.

There are six Parish Council positions. Four are elected positions and there are four nominations. Therefore, Carol Jenkinson, Vicki Miller, Dushi Arul and David Woods are elected unopposed. The additional two positions are appointed by the Vicar. Tim will make these after the meeting. The Wardens appoint the Treasurer, and this will be David Woods.

12. Election of Incumbency Committee

In a parish with multiple centres, each centre elects one representative and the parish elect one. Three nominations have been received.



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Chris Grinton was elected as the Parish Representative, Katherine Shields was elected as the St John's Representative, Andrew Cording was elected as St. Michael's representative and St Katherine's will be a casual vacancy. All were elected unopposed. One of the Wardens will also be added to the committee.

The Incumbency Committee will convene should the position of Vicar become vacant in the coming year.

13. Parochial Statistics

The Diocese did not require any Parochial Statistics that were affected by the lockdown. Other statistics were: 0 baptisms, 7 funerals, and 2 marriages conducted. 20 Life Groups with 218 in those groups.

A graph is included in the printed reports for viewing of statistics given for the number views online.

Questions invited but none asked..

14. Other Reports

Taken as read and questions invited but none asked.

15. Any other business

Following the motion at last year's AGM regarding a Reconciliation Action Plan, Parish Council began work on this. It was discussed at both the February and March Parish Council meetings in 2020. With the onset of Covid restrictions it was deferred. The matter will continue and be back on the agenda to be dealt with in 2021.

Tim gave thanks to Andy and Kirk who have managed the tech side of this AGM meeting.

16. Close in prayer: The Grace was said altogether 8.58pm, Tim Johnson