

**Parish of St. Mary the Virgin, Kenton**

**Minutes of the Annual Meeting of Parishioners  
held in the Church Hall on Sunday 11<sup>th</sup> May 2025 at 11.58am.**

**Present :** The Revd R. Norman, The Revd. M. Still, Miss J. Clarke and Mr. K. Elliott (Churchwardens) and 24 electors.

**1. Apologies:** Mrs Janet Cameron, Mrs Patricia Edwards, Mrs Debra Griffiths, Ms Beauty Huntley, Ms. Carmin Paul,

**2. Minutes of the last Meeting (Sunday 12<sup>th</sup> May 2024)**

The minutes of the meeting on Sunday 12<sup>th</sup> May 2024 had been circulated to all on the Parish e-mail list and were distributed to those attending the meeting. They were proposed by Mrs Cynthia Yorke, seconded by Ms Joanne Service and approved unanimously.

**3. Election of Churchwardens**

There were two nominations for Churchwarden: Miss Johnette Clarke and Mr. Kenrick Elliott. Both had been proposed and seconded accordingly.

There were no other nominations and they were therefore elected unopposed.

The meeting closed at 12.00pm.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

David Griffiths  
11<sup>th</sup> May 2025

**Parish of St. Mary the Virgin, Kenton**  
**Minutes of the Annual Parochial Church Meeting**  
**held in the Church Hall on Sunday 11<sup>th</sup> May 2025**

**immediately following the Annual Meeting of Parishioners.**

**Present :** The Revd R. Norman, The Revd. M. Still, Miss J. Clarke and Mr. K. Elliott (Churchwardens) and 25 electors.

The meeting commenced at 12.00pm.

1. **Apologies:** Mrs Janet Cameron, Mrs Patricia Edwards, Mrs Debra Griffiths, Ms Beauty Huntley, Ms Carmin Paul
2. **Minutes of the previous Meeting**  
The minutes of the Annual Parochial Church Meeting held on Sunday 12<sup>th</sup> May 2024 had been circulated to all on the Parish e-mail list and distributed to those attending the meeting. They were proposed by Ms Jean Williams, seconded by Mr Peter Crawford and agreed unanimously.
3. **Electoral Roll Report**  
Mrs Cynthia Yorke reported on the compilation of the new Electoral Roll (ER), confirming that there were 76 persons recorded on the ER this year (118 in 2024). 33 are residing within the Parish and 43 non-resident. 4 people had died (Frances Bradford, Peter Coe, Brenda Drake-Brockman, Theresa Labastide) and there are 5 new members. However, the considerable reduction was due to the compilation of a new roll, and many who had been on the roll previously did not return their ER Registration Forms by the closing date.
4. **Approval and Adoption of the Annual Report**  
Fr. Richard Norman outlined the content of the Annual Report, which included the Annual Report on Proceedings of the Parochial Church Council, the Annual Report on Fabric, the Annual Report of Meetings of the Harrow Deanery Synod and the Annual Report on Finances. He invited any questions or comments from the floor.

Ms Joanna Service reported that 99% of our statutory obligations towards Safeguarding had now been met, and the remaining issue was "in progress".

Mr David Griffiths spoke about the healthy state of the Parish finances, adding that this was in no small part due to Fr Richard applying for grants to cover significant expenditure on different projects during the year. He spoke favourably of the contribution that Mr Ryan Davey had made as Pastoral Assistant; and also explained the note in the accounts explaining the deficit in the Ministry Experience Fund, which had been requested by the Independent Examiner, Ms Sheila Burt. He conveyed the slight concern expressed by Ms Burt, that if our income exceeded £250,000 she would no longer be able to perform this role, as we would need to find someone with a relevant financial qualification (as deemed appropriate by the Charity Commission).

The Annual Report and Accounts was proposed for adoption by Miss Johnette Clarke, seconded by Mrs Nancee Walker and agreed unanimously.

5. **Elections and Appointments**  
**5.1 Members of the Parochial Church Council**  
12 vacancies existed for election to the Parochial Church Council.  
The following were Proposed and Seconded:

- 1) Mrs. Sakunthala Ahluwalia
- 2) Mr. Robbie Anand
- 3) Ms. Lizz Coppin
- 4) Mrs. Patricia Edwards
- 5) Mr. David Griffiths
- 6) Ms. Bernadette Labastide
- 7) Mrs. Jean Williams
- 8) Mrs. Cynthia Yorke

They were all elected unopposed.

## 5.2 Independent Examiner

Ms Sheila Burt had offered to be appointed as Independent Examiner again (subject to the matter raised previously regarding our income not exceeding £250,000). With this proviso, Ms. Sheila Burt was proposed by Mr David Griffiths, seconded by Ms Bernadette Labastide and agreed nem con.

## 6. Incumbent's Remarks

Fr Richard said that the Annual Meeting provides us with an opportunity to celebrate so much that is going well in the Parish. He thanked Churchwardens, Miss Johnette Clark and Mr Ken Elliott; and the PCC members and Standing Committee. He also thanked Mr. David Griffiths who was still PCC Secretary and interim Treasurer. He thanked those who were stepping down as PCC Members, Mrs Janet Cameron, Ms Beauty Huntley, Ms Carmin Paul and Mrs Gloria Cowans. He added that although Ms Joanna Service had decided to step down from PCC, she had kindly agreed to continue in her role as Parish Safeguarding Officer, in which role she has brought on this important dimension in parish life in leaps and bounds. He added that it would be hard to "fill the shoes" of those who have completed their terms of service, but asked everyone to consider how best we can contribute to the life of the Parish, looking ahead to think about succession planning. This will be something to revisit at the Parish Conference in September.

Since the last Annual Meeting, Mr Ryan Davey has joined us as Pastoral Assistant and he was congratulated on the outcome of his recent Stage Two discernment panel. Fr Richard added that "we recognise and appreciate the significant contribution he has made to St Mary's since September". He gave thanks to Fr Mike Still, who, he said "not only wears a hundred and one hats here in Kenton - but is also our parish's great ambassador to the wider church across London and as far as Walsingham, supporting parishes in vacancy and when cover is otherwise required - truly a gift from St Mary's to our Christian brothers and sisters". He also thanked Professor Luke Rajan and Mrs Leila Bullard for representing the Parish on Deanery Synod. Thanks were also extended to Mrs Cynthia Yorke for leading the serving team, especially through Holy Week and Easter; and who "masterminded the complete revision of the Electoral Roll"; to the serving team, to the choir and to Mr Peter Crawford "for his utterly stalwart and self-effacing service". He thanked Mrs Pat Edwards for her welcoming at the "front desk", and for coordinating the contributions to social events; and to Ms Bernadette Labastide, Miss Johnette Clarke and Mrs Gloria Cowans and all those who make our parties possible; and to Mrs Lorna Abbott, who is often the first to arrive and the last to leave, whether to worship or in the Hall.

Fr Richard was encouraged for a successive year by increased attendance at Holy Week and Easter services, and a 5% increase in Average Sunday Attendance in the first quarter of this year. He remarked on the splendid May Devotion which took place in conjunction with All Saints Church the previous Saturday. He was also thrilled that nine young people will be attending the Walsingham Youth Pilgrimage this summer (which will make St Mary's one of the larger contingents).

In conclusion, he remarked that he had been at St. Mary's for two-and-a-half years, and he recalled having spoken at previous Annual Meetings about the importance of "laying good foundations". He considered that "as we rejoice in God's many blessings to us" yet we are still laying the foundations. "Much has been achieved, under God; yet much remains still to be done". He believes that we are "becoming ever more robust and responsive as a vehicle for ministry and mission" but that there is still work to be done! "So for all that has been, we say to God a final thank you; and for all that will be, we say to God a confident yes!"

## 7. Closing Prayer & Blessing

There being no further business, the meeting closed at 12.18pm with a prayer and a blessing given by Fr Mike.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

David Griffiths  
11<sup>th</sup> May 2025