ST JAMES THE GREAT
PETTS WOOD

Annual General Meeting (AGM) – Minutes

Sunday 1 November 2026 | 12.30pm

Present: Fr. Daniel Eteudoh and members of the parish.

1. Fr. Daniel opened the meeting with a prayer and outlined his vision for the parish, embodying a spirit of trust, cooperation and prayer. He explained that the AGM would normally be held earlier in the year but in view of his recent arrival in the parish and the extensive building works, it had been deferred to November. He thanked the parish for all the support he had received in his first year at St. James.

2. Fr. Daniel expressed his thanks to Jonathan Sims, the outgoing Chair of the Parish Pastoral Council (PPC), and welcomed James Cleeton, the incoming Chair, and Greg Bunnage, the Vice-Chair.

3. James Cleeton introduced himself, having been a member of the parish and a Eucharistic Minister for two years. He emphasised his desire for two-way communication between the parish and the PPC.

4. Nigel Longhurst published the parish accounts for the year ending 31st December 2025, confirming that a diocesan auditor had been very complimentary about the parish's financial procedures. He welcomed the figure of £31,488 for tax received on Gift Aid contributions, though there is still scope for improvement in the uptake of this scheme in the parish. He stressed that although the combined reserve total of £207,211 looks very healthy, this would be reduced significantly in 2026 as payments were made for the insurance excess and costs of the improvements associated with the repair works. He was delighted to display the new sound system and associated hearing loop which had been purchased following a successful application to the National Lottery.

5. Questions and Suggestions

5.1 In response to a question about the monthly newsletter, it was confirmed that the production of this had been halted. As well as financial considerations, the logistics of producing the newsletter were beyond the scope of the parish office. Parishioners are encouraged to use the website, which is updated regularly.

5.2 It was agreed that it would be useful to publish the total of offertory money collected directly through the bank. This could be done monthly, after the previous month's figures had been reconciled.

5.3 It was suggested that every Mass should include a prayer for peace.

5.4 In response to questions about membership and communication with the PPC, James Cleeton explained that he had yet to chair his first meeting but that improving communication would be a priority for the Council.

5.5 It was agreed that the parish could be more proactive in informing the parish of diocesan events.

5.6 The opportunity to meet other parishioners over coffee after the 9.15 Mass is appreciated and could be more widely promoted.

5.7 It was suggested that the reader at each Sunday Mass could welcome the congregation shortly before the beginning of Mass and announce the second collection.

5.8 Following a suggestion that a regular Sunday Mass could be directed specifically at children, a discussion followed about the difficulty of maintaining young people in the church following their Confirmation. It was agreed that this should be discussed at the PPC.

6. Date of Next AGM Sunday, 18th April 2027

7. Fr. Daniel closed the meeting at 1.30 pm with a prayer and blessing.