

Annual Meeting of Parishioners

2020

**The Anglican Parish of Swan
St Mary
All Saints**

Sunday 12 July 2020, 11.45 am



A PRAYER FOR OUR PARISH

Lord Jesus Christ, Son of the Living God, you have called your disciples to gather together
and serve you in the fellowship of your church.

Bless the people of this parish that we may ever seek to live and faithfully proclaim your
way of forgiveness and love.

Give us the gifts of imagination and creativity that we may discern afresh your leading in
our life together;

and faith that we may recognise age old truth as we discover it anew in the context of our
own time.

And grant us in your Spirit, Lord Christ, the courage to step into the unknown and take
the risks that fresh understanding and change may require.

For you have called us to be a light in the darkness of this world, and to love one another
as you first loved us.

Amen!

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General Notes for Annual Meeting of Parishioners

Only enrolled members of the parish are permitted to vote at the Annual Meeting of Parishioners. If you are not sure whether you are enrolled, please check with the Parish Secretary prior to the meeting. Applications for enrolment may be received up to the commencement of the meeting.

Visitors (ie: persons who are not enrolled members) are welcome to attend the meeting but are not permitted to vote and may only address the meeting if invited to do so.

Following each of the reports, any enrolled member may ask a question for clarification after the report is received by the meeting.

All motions put to the meeting must be moved and seconded. Prior to a motion being put to the meeting, the Chairperson may enquire whether any member wishes to speak either in favour or in opposition to the motion. A member may also move an amendment to a motion. In the interests of brevity, all speakers will be limited to three minutes, although the Meeting may grant an extension.

The Rector of the Parish is the convenor and Chairperson of the meeting and decides all question of order.

Agenda for the Annual Meeting of Parishioners

See s. 33 of the Parish Governance Statute 2016.

1. **Prayers.**

2. **Apologies** and recording of those present.

3. **The Chairperson** reads sections 26 of the Parish Governance Statute 2016, and the Declaration in the Application for Enrolment on the Electoral Roll in Schedule 1 of the Statute. *These sections are about eligibility to be an enrolled member of the Parish, and to vote or propose items of business at a meeting of enrolled members.*

4. **The Chairperson** appoints two scrutineers for any voting or elections during the meeting.

Rector announces the scrutineers:

- 1.
- 2.

5. **Minutes** of the preceding Annual Meeting of Parishioners and Special Meetings of Parishioners (if any) are to be read and confirmed.

Motion 5.1: THAT the Minutes of the Annual Meeting of Parishioners held on 23 June 2019, be confirmed as a true record.

Moved:

Seconded:

6. **Reports** *The following reports are presented. Note that following the reception of each report, questions may be asked without notice by any enrolled member of the parish.*

- a. The Rector

Motion 6.1: THAT the Rector's report be received.

Moved:

Seconded:

b. The Churchwardens

Motion 6.2: THAT the Churchwardens' report be received.

Moved:

Seconded:

c. The Financial Report *including audited statements of income, expenditure, uncollected revenue and outstanding liabilities, and a budget for the coming year.*

Motion 6.3: THAT the Audited Financial Statements and Budget as presented be received and adopted.

Moved:

Seconded:

d. Parish Organisations and Activities. *These may be circulated and tabled, and leave may be granted by the meeting for them to be discussed.*

1. Children and Youth Ministry

2. Emergency Relief

3. Evening Prayer

4. Gardening at St Mary's

5. Meditation at All Saints

6. Prayer Tree

7. Swan Parish Activity Group (SPAG)

8. Worship Committee

9. Prison Ministry

10. World Day of Prayer

Motion 6.4: THAT the reports of parish organisations/activities as tabled be received.

Moved:

Seconded:

7. Elections and Appointments. *Nominations must be in the Rector's hands six clear days before the Annual Meeting and cannot be accepted at the meeting. The term of office for all office-bearers apart from Synod Representatives and Alternates is until the end of the Annual Meeting subsequent to their election of appointment. Synod Representatives and Alternates are elected for a three-year term.*

a. Churchwardens.

The Annual Meeting must decide whether it will elect one or two Churchwardens.

Motion 7.1: THAT the Annual Meeting elect _____ Churchwardens.

Moved:

Seconded:

Election of Churchwarden/s.

- 1.
- 2.

Appointment of one Churchwarden by Rector.

Rector announces the appointee either at the Annual Meeting or at the earliest opportunity thereafter.

- 1.

b. Church Councillors.

The Annual Meeting decides the number of Church Councillors.

Motion 7.2: THAT there be _____ Church Councillors.

Moved:

Seconded:

Election of Church Councillors. *The Annual Meeting elects three-fourths of the Church Councillors.*

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

Rector's Appointments: *The Rector appoints one-fourth of the Church Councillors.*

Rector announces the appointees either at the Annual Meeting or at the earliest opportunity thereafter.

- 1.
- 2.

c. Additional Clergy.

The number of Additional Clergy is determined by the clergy present at the Annual Meeting. Note that s.11.3 of the Parish Governance Statute prohibits retired clergy and other clergy not licensed to work within the parish from serving on Parish Council without written approval from the Archbishop.

As there are no additional clergy licensed to the parish and no approval has been sought for retired clergy to be appointed, the number of additional clergy is zero.

d. Auditor, Reviewer or Independent Examiner. *As the gross income of the parish is less than \$250,000 the parish must appoint an Independent Examiner, who is a person certified by the Diocesan Secretary as having the requisite ability and practical experience to carry out a competent examination of the parish accounts.*

Election of Independent Examiner.

1.

e. Nominators of Clergy. *The Annual Meeting elects four Nominators of Clergy, at least one of whom must be a Churchwarden.*

1.

2.

3.

4.

f. Synod Representatives and their Alternates. *As this is not a Synod election year no Synod representatives or Alternates need to be elected.*

8. Any other business that the Annual Meeting is permitted to deal with. *Only business that has been submitted to the Convenor not less than 14 days before the Annual Meeting and has been included on this agenda can be dealt with. There is no provision for business to be brought up from the floor without notice.*

Under s.25 of the Parish Governance Statute, the Annual Meeting may not pass any resolutions that interfere with the powers of Parish Council, or the proper functions of the Rector. Although questions of expenditure or church maintenance may be raised at the Annual Meeting, the Annual Meeting is limited to making a recommendation about such matters to Church Council.

Item 8.1: Report to Annual Meeting on Tanner St Trust by Lynn Cameron

9. Questions and votes of thanks.

10. Closing Prayer

Minutes of the 2019 Annual Meeting of Parishioners

Held 23 June 2019

1. **Prayers** – led by Evan. Meeting opened at 11.05 am.
2. **Apologies** – Sharon, Laura. Also see attendance sheet. (Attendance :47)
3. **The Chairperson** reads sections 26 of the Parish Governance Statute 2016, and the Declaration in the Application for Enrolment on the Electoral Roll in Schedule 1 of the Statute. *These sections are about eligibility to be an enrolled member of the Parish, and to vote or propose items of business at a meeting of enrolled members.*
4. **The Chairperson** appoints two scrutineers for any voting or elections during the meeting.

Rector announces the scrutineers:

1. Les Marshall
2. Sarah Simpson

5. **Minutes** of the preceding Annual Meeting of Parishioners and Special Meetings of Parishioners (if any) are to be read and confirmed.

Motion 5.1: THAT the Minutes of the Annual Meeting of Parishioners held on 17th June 2018, be confirmed as a true record.

Moved: Ros Tay-Brighton

Seconded: Jenny Simons

6. **Reports** *The following reports are presented. Note that following the reception of each report, questions may be asked without notice by any enrolled member of the parish.*

- a. The Rector

Evan gave a verbal report which will be on the website tomorrow.

Motion 6.1: THAT the Rector's report be received.

Moved: Ros Tay-Brighton

Seconded: Shirley Gollagher

- b. The Churchwardens

Motion 6.2: THAT the Churchwardens' report be received.

Moved: Les Marshall

Seconded: Sarah Simpson

- c. The Financial Report *including audited statements of income, expenditure, uncollected revenue and outstanding liabilities, and a budget for the coming year.*

Motion 6.3: THAT the Audited Financial Statements and Budget as presented be received and adopted.

Moved: Gordon Todd

Seconded: Jenny Simons

Motion 6.4: THAT the reports of parish organisations / activities as tabled be received.

Moved: Ros Tay-Brighton

Seconded: Jenny Simons

Elections and Appointments. *Nominations must be in the Rector's hands six clear days before the Annual Meeting and cannot be accepted at the meeting. The term of office for all office-bearers apart from Synod Representatives and Alternates is until the end of the Annual Meeting subsequent to their election or appointment. Synod Representatives and Alternates are elected for a three-year term.*

- a. Churchwardens.

The Annual Meeting must decide whether it will elect one or two Churchwardens.

Motion 7.1: THAT the Annual Meeting elect 2 Churchwardens.

Moved: Jenny Simons

Seconded: Shirley Gollagher

Election of Churchwarden/s.

1. David Johnston
2. Ros Tay-Brighton

Appointment of one Churchwarden by Rector.

Rector announces the appointee either at the Annual Meeting.

1. Sharon Zuiddam

b. Church Councillors.

The

Motion 7.2: THAT there be 8 Church Councillors.

Moved: Ros Tay-Brighton

Seconded: Les Marshall

Annual Meeting decides the number of Church Councillors.

Election of Church Councillors. The Annual Meeting elects three-fourths of the Church Councillors.

1. Mary Wright
2. Rachael Kelly
3. John Davis
4. Helga Aldinger
5. Lynn Cameron

Rector's Appointments: The Rector appoints one-fourth of the Church Councillors.

1. Mike Salmon

1. Janet Hewett

Election of Independent Examiner.

2. Ian Ludlow

d. Nominators of Clergy. *The Annual Meeting elects four Nominators of Clergy, at least one of whom must be a Churchwarden.*

1. David Johnston
2. Mary Wright
3. Ian Ludlow

8. Any other business that the Annual Meeting is permitted to deal with. *Only business that has been submitted to the Convenor not less than 14 days before the Annual Meeting and has been included on this agenda can be dealt with. There is no provision for business to be brought up from the floor without notice.*

9. Questions and votes of thanks.

1. Sarah Simpson asked whether Cuddle-up Sunday will be going ahead this year. Evan answered that it will be on again this year.

2. Question from the floor – “Can the office-bearers names be published on the website?” Evan replied that he will look into it.

10. Closing prayer. Meeting concluded at 12.10pm.

Reports

Churchwardens

Fr. Evan settled into the Parish and decided to relocate to The Mitchell Cottage at All Saints. There were several maintenance needs in the cottage, including new flooring and a new stove. There are still one or two matters we should address in the coming year. Similarly there were repairs and replacements at The Rectory.

The reticulation system at All Saints is not working and will need to be addressed in the coming year.

All Saints acquired a new electronic keyboard enthusiastically funded by the congregation.

The fete held in October 2019 was a great success due to the hard work of John Davies and Graham Grubb. We recognise that the funds raised have been a tremendous contribution to this financial year.

Future fete's are on hold for two reasons. At the Parish conversation there was discussion to have smaller fundraising events held bi-monthly at both worship centres and an afternoon tea and history day at All Saints in October. The thinking behind this was to reduce the mammoth effort it takes to put on a great fete. It also involves less restrictions, licensing etc as we are dealing with smaller numbers within our premises. COVID-19 has meant none of these events have yet been held.

Sharon O'Reilly of the Business and Tourism Services of the City of Swan contacted us with regard to a plaque to be placed at All Saints as part of the Swan Valley Heritage Trail due to be completed this year. The original plaque suggested was almost entirely about Lieutenant (later Governor) Stirling with very little about All Saints. At our request we now have the offer of two plaques one about Stirling and one about All Saints. We have been able to give considerable input to the wording on the plaques and to provide photographs. The next step is seeking approval from the Diocese and installing these plaques.

At Saint Mary's and the Minchin Centre, things have also been affected by COVID-19. The use and hire of the Minchin Centre had to be placed on hold. With the latest restriction lifting, the hall is now able to host groups again, as long as they follow the parish COVID Plan and supply their own plan to us. Our regular external hirer is looking at returning as soon as their management gives the all clear.

Saint Mary's is open for regular church services, wedding and funerals, again following the current COVID restrictions on spacing.

The memorial gardens outside Saint Mary's have been hand tended over the year by Janet Hewett, so a huge thank you to Janet for the love and care she has invested here. There are also many other odd jobs around the two worship centres that have been attended to by parishioners and we thank each one of you for your contribution to keeping the Swan Parish buildings and grounds in good shape.

Thank you to Tony and his team from Juvenile Justice for maintaining the grounds at All Saints and St Mary's. Other external contractors helping care for our buildings include the Gunn Electrics, K Craft and Combined Pest Control. Upcoming maintenance will include cleaning the gutters of all four buildings, some plumbing at Saint Mary's and lighting in both All Saints and Saint Mary's.

All members are contributing, many now by electronic giving to the upkeep of our buildings. This is appreciated.

Thank you all for your support and prayers.

Ros Tay-Brighton and Sharon Zuiddam, Churchwardens

Children and Youth Ministry

Children and Youth Ministry has been quieter than usual over the past 12 months, with the number of children and youth in the parish lower than previous years.

Sunday School at St. Mary's continues to run each Sunday during the school term using the programme Godly Play (aside from the period during COVID-19 restrictions). We currently have four teachers and two assistants with an average of 3 children attending each week. Our small, dedicated Godly Play team is enriched by the opportunity to serve the children of our parish and we would welcome and encourage more people to join the GP roster!

The latter part of 2019 saw 3 children in the parish complete their Admission to Holy Communion. Thanks to all those who supported them throughout.

SPY was active with four regular members throughout 2019. There have been no meetings during 2020 as they were deferred at the start of the year due to member's other commitments and then lockdown prevented us getting together.

Since the last AGM, the major theme of our monthly meetings was 'Taking Care of Creation' through encouraging sustainable living practices in our churches, homes and neighbourhoods and Father Evan introduced us to the Five Leaves Eco Awards programme. SPY members took individual responsibility for preparing for meetings by researching sustainability issues, choosing and presenting Bible readings, reflecting on these, leading discussions, and organizing activities and games.

The highlight of the year was the wonderful outdoor Eco-worship service held at All Saints Church on All Saints Day with the young children of the parish and SPY members participating as appropriate throughout the liturgy.

As service to the parish, SPY members assisted with setting up the Minchin Centre for Yuletide in July and for the International Food Night. Shirley G., Sharon Z., David Z., Rachael K. and John D. supported the young people throughout 2019 and were blessed by the experience.

Our children and youth continue to be regularly involved with the weekly roster in positions of hosting, power point, altar serving, morning tea and reading.

A 2020 vision meeting was held at the start of this year where we reviewed the past & current situations in CYM, brainstormed ideas & planned for the future.

As with most areas of church life, COVID-19 restrictions required a sudden, temporary hold on all CYM activities. We face some challenges ahead with activities restarting in late July once lesson planning and rostering have been completed. We will ensure that we work within current COVID-19 restrictions, being mindful of the safety of all involved.

Thank you all for your support, practical and prayer, and we look forward to another fantastic year to come.

Kristy McPherson, Shirley Gollagher and the CYM team

Emergency Relief

The past year's parish ER program was again well supported, beginning with our annual Good Neighbour Sunday, providing a large amount of canned food, blankets and clothing while raising over \$500.

With the aid of Swan Valley Anglican School we were able to deliver over 30 Christmas hampers to the Ellenbrook Collective for distribution and we continue to contribute weekly supplies including a large amount from our reserve stocks to the Ellenbrook Pantry. Members of our parish were involved with assisting the Ellenbrook Community Pantry ladies in their community building efforts by providing a sausage sizzle for children in local primary schools. This was discontinued through the fire season and is not on our future agenda.

We had hoped to find a suitable site from which we could establish an outreach direct to the public but so far we have been unsuccessful. A meeting was held and a group was formed to explore possibilities before the lockdown occurred and has only recently restarted again by searching for a site in the Ellenbrook area and exploring the possibility of using the Minchin Centre as a venue to support individuals and families connected to Bandyup Women's Prison.

To begin this year we have \$500 in vouchers, a grant from the Diocese, the upcoming Good Neighbour Sunday effort and a large amount of food provided by the Swan Valley Anglican School.

Mike Salmon, Coordinator

Evening Prayer

This Service was put into place October 2007 and offered a prayerful addition to the weekly services of the Swan Parish. Initially four people attended on the forth Sunday of the Month at All Saints Church, followed by a meal at Oscars Restaurant in Glenbrook.

Gradually the number of attendees grew, both from within the Parish and the wider community. A shared meal following the service was introduced and proved to be very popular, and still is today. Tables and chairs would be set up in Cloisters for the shared meal, in the winter months the kitchen would be used. Sometimes we would be invited to someone's home for the shared meal.

Through my involvement with Cursillo, I invited some musicians to attend the November services to help us celebrate "Christ the King day" which was a great success. These individuals soon became known as "The Mustard Seeds". The number of worshippers grew to forty two on

these occasions.

Today we have twelve or more people who regularly attend the Service and share in faith, fellowship, friendship, and shared meal.

The service follows the 2nd order of the Evening Prayer service taken out of “A Prayer Book for Australia”. The readings are from “An Australian Lectionary” which the Parish use for our weekly services.

If you would like to attend the services, you would be warmly welcomed.

We are changing the venue from All Saints Church to St, Mary's Church on 26th July, the service commences at 6:00 pm in Church, followed by a shared meal in the Minchin Centre.

Blessings to those who currently attend the monthly services, and to those who are considering coming to experience this shared time together.

Reverend Les Marshall

Gardening at St Mary's

It has been a real struggle to keep the roses alive this very hot summer. With November bringing in a 40 degree heatwave and then Jan/Feb heatwaves we lost two roses. These have been replaced.

To the unknown person/persons who brought in the manured soil and topped up the rose garden bed, a big thank you. The roses are now looking beautiful.

Is there anything more we can do to improve our gardens? Room for thought.

Janet Hewett, Coordinator

Meditation at All Saints

The numbers have fluctuated from the Holy Trinity and me to 4-5 members, which we were starting to get until COVID 19 took a hold. We have tried different days, Fridays and now Thursdays.

It is a great way to end a day and listen to some great teachings by Laurence Freeman or John Main, among others and then practise the art of Christian Meditation for about 20 mins.

So, if you have about $\frac{3}{4}$ of an hour, we look forward to see you on a Thursday at 0430pm All Saints Church

John Dendy, Coordinator

Prayer Tree

For those of you who don't know what a Prayer Tree is, Jesus told us in John 15:5: “I am the vine; you are the branches. Whoever abides in me and I in him, he it is that bears much fruit, for apart from me you can do nothing.” ... Jesus is the foundation of our prayers and we give glory, praise and all honour to our Lord Jesus Christ for all the healings and things he has shown us. Our

Prayer Tree is a tree of life that Jesus has given us!

Each week an email is sent out to those of our Parish who feel they can pray for at least one other person in their time of need – praying for those who need uplifting in the Spirit and healing and love of our Lord, for prayer is one of the most powerful weapons God has given us. Right now, we have 116 wonderful faithful pray-ers in our Prayer Team – God’s Team!

With love and respect, I acknowledge our family and friends who are living through circumstances almost impossible for us to imagine. And they are doing this with amazing courage, strength, love and faith – mixed with feelings of loss, fear, anxiety and surrender – but also with feelings of hope, acceptance, sacrifice, and humility.

Here in our Parish family, it is Fr Evan who also goes through this with us, helping us face and traverse these raw “challenges” in life. The call for prayer and assistance can come at any time of the day or night. This can result in an urgent hospital or home visit, often meetings for spiritual care and guidance, as guided by the Spirit, Fr Evan intercedes for all in need, ministering to the troubled, sick and sometimes dying.

To each and every one of you who are part of our Prayer Tree team, thank you! Every person we pray for each week has some sort of “challenge” they face in everyday life – it could range from a life-threatening medical problem, an addiction of some sort, a financial issue or a family emergency of some sort. The list is endless! And it is your prayers to our Lord, the power of prayer, that enables Jesus to work his miracles in their lives. The love from your prayers gives others the faith to believe that God is with them – they are never alone! So thank you for caring, for praying, for loving others – you really are appreciated and loved in return!

Helen Wakefield, Coordinator

Prison Ministry

At Bandyup Prison we have three people from our parish involved with Prison Fellowship. We were going in once a fortnight, however, this changed as the other team no longer exists. We had to split our team of four down to two weekly. We continue to now go in weekly, but on opposite Saturdays. Our ministry is extremely valuable as we support the women with scripture and bring in the message of hope. These women teach us in return and we feel honoured that they are prepared to share their stories with us. The Prisoner’s Journey, an 8 week course, was presented also with very positive outcomes.

However, with the coronavirus coming in March, we have ceased going in and it is possible we may not be allowed in until September. This has been very hard on the women as they not only miss out on our fellowship but they also miss out on their family visitors.

The Reset Family Centre attached to Bandyup Prison are very appreciative of our Parish’s donations of clothing and shoes. These donations are for any age or gender. We had a request for more clothing to be suitable for women leaving prison for the first time. So thank you all for your continued support.

Acacia Prison ministry continues with three members of our parish. Rev Les Marshall has been involved with taking the services sometimes on the third Sunday, when needed. Otherwise

we attend the first Sunday of each month (and the occasional fifth Sunday). With a prison number of 1600 men we were getting over 100 attending in the Multi-cultural room. The prisoners have always welcomed us and we have shared friendship and encouragement with one another.

However, again with the coronavirus coming in March, we have had to stop going in. We have no idea when we will be allowed back in. And, when the services begin again, they are going to be split by having two services, one after the other. The reason being that the service cannot have more than 100 men at one time for security reasons. By having two services we can allow every one the chance to come and no one misses out. This is going to have an impact on us as the changeover between services will be cut short, so no morning tea. We will have to wait and see what happens with us attending.

Kairos on the Inside will be happening 21 – 24 September this year. This will mean they are looking for volunteers to help on team as leaders.

There is plenty of room for more volunteers to become involved. If you think this appeals to you and you would like to be involved please do not hesitate to contact us. We would appreciate your input and you will be part of this important ministry. Please speak to any one of Shirley Gollagher, John Dendy, Rev Les Marshall, Gwyne Marshall, Angela or myself.

Janet Hewett, on behalf of the Prison Ministry team

Swan Parish Activity Group (SPAG)

THE Swan Parish Activities Group (SPAG) was established in August 2019, with the object of:

- Improving the social life of the parish.
- Improving Sunday congregations.
- Helping to raise funds for the parish.

SPAG was set up with representation from both church congregations and all events organised and planned have been with the approval of the Parish Council.

The group organised three successful “free” events before the Coronavirus pandemic halted all activities.

The first event was an evening of ethnic cuisine in the Minchin Centre on Saturday, November 23, and featuring Scotland. It was considered a well-attended and very successful first-up event with two Scottish pipers “piping in” and “addressing” a genuine haggis. There was a large offering of cuisine provided by parishioners representing many countries while flags of many nations adorned the Minchin Centre.

The next event was a fun affair in the Cloisters at All Saints to welcome in “The Year of the Koala”.

The final organised event before the pandemic lockdown was a Shrove Tuesday Pancake Day, held in the Minchin Centre on Saturday, February 22. This, again, was a well-attended and successful evening with SPAG members cooking pancakes using their own recipes and electrical appliances.

These three events were funded entirely by SPAG members (at no cost to the parish) and SPAG now has “cash in the bank”.

Other big events planned but cancelled because of the pandemic included a Yuletide in July (voted the most popular social event in a survey of parishioners), a second “Evening of Ethnic Cuisine” in November, featuring Greece, and a quiz night.

The group is now in abeyance pending a return to something like normality.

Tom Winterbourne, on behalf of SPAG

Worship Committee

Prior to the COVID-19 restrictions, the Swan Parish Worship Team (Glenda Hambleton, Rev. Les Marshall, John Dendy and Sharon Zuiddam) had been meeting monthly to assist Revd. Evan with all things worship related such as planning special worship events and organising Liturgical training. We also discuss other worship ideas such as the services in Bullsbrook, Taizé and Evening Prayer Services, the addition of extra service times and keeping track of how these things are running.

Highlights of the year include the Good Neighbour Sunday event, All Saints Day Eco-service led by SPY and the Paschal Candle Pilgrimage, with an increased number of parishioners being involved.

During the planning of seasonal services, the Worship Team suggests people within the parish who may be able to perform certain roles within the services, such as setting up fires, promoting things to the parish, decorating the church, readers etc... We are always looking for ways to involve parishioners. If you feel you would like to contribute to any services or events, please contact us with your interests and ideas. One way to get involved is to volunteer on the parish roster.

We'd like to thank everyone who has contributed in any way to the running of our parish services and special events and look forward to another year of worshipping our Lord together.

Sharon Zuiddam and the Worship Team

World Day of Prayer

Our Anglican Parish of Swan hosted the World Day of Prayer this year on Friday 6th March 2020. The country chosen for this year was Zimbabwe. We had about 7 different churches in attendance with about 70 people. We had a guest speaker who came from Zimbabwe and now lives here in Australia. She came in national dress which was in a burnt orange and brown colour. Beautiful. By following the service booklet we were able to learn much more about their country and their country's needs. Our donations will be going to Empowering Mothers of Children with disabilities.

Following the service, we had a light luncheon in the Minchin Centre. We had very generous contributions of food from various members of our parish. We also had a presentation table with items from Zimbabwe and Africa thanks to Pam Todd, Katie Wright and David Watson

which was well received and appreciated.

This is another opportunity to thank everyone from our parish who provided their time, food and assistance in every part of the service and lunch.

Janet Hewett, Coordinator

Finance Statements

for Financial year ended 30 April 2020

Balance Sheet

Anglican Parish of Swan

Accrual mode

30 Apr 2020

ABN: 14498352950

Generated 07 Jul 2020

		Total
Asset		
Current Assets		
Total Current Assets		0.00
1-1114	Parish Cheque Account ACF	24,896.75
1-1125	Petty Cash	100.00
1-1135	Donations Box Account ACF	5,000.00
1-1140	National Trust NAT	5,810.94
1-1210	Pool 1 Various Bequests BE Q	1,431.91
1-1220	Pool 2 Barrett - Lennard BE Q	4,705.46
1-1230	Vestry Funds - Tanner St DIO	428,896.81
1-3210	All Saints Church & Contents at cost	573,299.00
1-3220	St Marys Church & Contents at cost	1,192,781.00
1-3230	Rectory Yule Aven & Contents at cost	442,333.00
1-3240	Mitchell Cottage & Contents at cost	236,866.00
1-3250	Minchin Centre & Contents at cost	649,378.00
1-3440	Cloisters & Contents at Cost	182,012.00
Total Asset		3,747,510.87
Liability		
Current Liabilities		
Total Current Liabilities		0.00
2-2140	Perth Diocesan Trustees - AS P	24,852.68
2-3010	GST Payable Control	7.83
2-3030	GST Paid Control	-953.63
2-4130	Restoration Funds - St Marys	5,810.94
Total Liability		29,717.82
Net Assets		3,717,793.05
Equity		
Current Earnings		
3-9000	Current Year Earnings	-14,706.73
Total Current Earnings		-14,706.73
3-8000	Retained Earnings	358,644.38
3-9999	Historical balancing	2,211,625.13
3-9999	Historical Balancing	1,162,230.27
Total Equity		3,717,793.05

Profit and loss

Anglican Parish of Swan

Accrual mode

01 May 2019 - 30 Apr 2020

ABN: 14498352950

Generated 07 Jul 2020

		Total
Income		
4-1110	Envelopes	22,740.80
4-1130	Direct Deposits	35,062.85
4-1210	Open Plate	16,303.40
4-1220	Evening Service	221.25
4-2100	Hire - Cloisters	230.00
4-2200	Hire - Minchin Centre	9,035.00
4-2500	Venues Bonds	200.00
4-3100	Parish Fete	13,844.03
4-3300	SPAG	286.80
4-3500	General Fundraising	1,100.00
4-4100	Rent - Mitchell Cottage	1,505.00
4-4300	Rent - Old Rectory Yule Avenue	15,320.80
4-5100	Interest - Donation ACF	42.57
4-5210	Interest - Bequest DIO	240.66
4-5310	Interest - Cheque ACF	140.27
4-5320	Interest - Term Invest	102.74
4-6200	AS Donation Box monies	3,234.40
4-6300	General Donations	4,166.74
4-6410	Morning Tea Money	557.00
4-8110	Baptisms	600.00
4-8140	Weddings	2,000.00
4-8170	Internment of Ashes	70.00
4-8190	Rectors discretionary acc donations	2,000.00
Total Income		129,004.31
Less Cost of Sales		
5-3100	Parish Fete Expenses	1,067.86
5-3500	General Fundraising Costs	130.36
5-3700	Wedding Expenses	120.00
5-4110	Clergy Housing Allowance	1,505.00
Total Cost of Sales		2,823.22
Gross Profit		126,181.09
Less Expense		
6-1110	Stipends - Clergy	57,702.65
6-1120	Superannuation - Clergy	3,865.22

Profit and loss

Anglican Parish of Swan

Accrual mode

01 May 2019 - 30 Apr 2020

6-1130	Long Service Leave - Clergy	1,516.65
6-1140	Housing Allowance - Clergy	2,475.99
6-1150	Motor Vehicle Allowance - Clergy	7,935.00
6-1170	Workers Compensation Ins.	588.03
6-1175	Water Charges Rector	104.53
6-1185	Electricity & Gas	430.74
6-1190	Mobile Phone - Clergy	531.82
6-1210	Salaries - Lay Staff	9,642.90
6-1230	Superannuation - Lay Staff	916.08
6-1240	Workers Compensation - Lay Staff	163.97
6-1270	Insurance	155.60
6-1320	Childrens & Youth Ministry	25.44
6-1410	Printing & Stationery	1,294.21
6-1420	Telephone	411.34
6-1421	Telephone & Internet	286.21
6-1425	Internet	245.43
6-1440	Equipment - Purchases	685.46
6-1455	Miscellaneous Admin expenses	1,172.76
6-2115	Altar Breads & Wine	560.00
6-2125	Prayer & Hymn Books	145.36
6-2150	Other Church Supplies	391.10
6-2210	Repairs & Maintenance Parish Buildings	7,517.68
6-2215	Repairs - Minchin Centre	2,982.49
6-2225	Repairs - Rectory Yule Avenue	4,042.69
6-2230	Repairs - St Marys	234.12
6-2235	Repairs Cottage Aug onwards	7,430.13
6-2310	Rates and taxes Parish buildings	1,776.31
6-2320	Elec & Gas - Parish buildings	556.92
6-2330	Water use - Parish buildings	0.30
6-2350	Elec & Gas - Minchin Centre	1,633.25
6-2410	Pest Control All Saints	260.00
6-2411	Pest Control Mitchell Cottage	260.00
6-2412	Pest Control St Marys	260.00
6-2413	Pest Control Minchin Centre	260.00
6-2414	Pest Control Rectory	260.00
6-2510	Electrical and Fire Safety Checks All Saints	340.50
6-2511	Electrical and Fire Safety Checks St Marys	170.00
6-2512	Electrical and Fire Safety Checks Minchin Centre	475.00
6-2513	Electrical and Fire Safety Checks Rectory	90.00
6-2612	Gutters Minchin Centre	420.00
6-2710	Garden Bags All Saints	785.45
6-2711	Garden Bags St Marys	220.91
6-2810	Washroom Services All Saints	730.02
6-2811	Washroom Services & Cleaning Supplies	2,264.14
6-2910	Air Con. Cloisters	49.50

Profit and loss

Anglican Parish of Swan

Accrual mode

01 May 2019 - 30 Apr 2020

6-3115	Rates & Taxes - Minchin Centre	226.29
6-3120	Rates & Taxes - Rectory Yule Avenue	1,637.81
6-3150	Rates & Taxes - Cottage Sept onwards	1,148.91
6-3210	Water - All Saints	909.82
6-3310	Insurance Parish Buildings & General	521.30
6-3315	Insurance - Mitchell Cottage	214.60
6-3320	Insurance - Minchin Centre	613.30
6-3325	Insurance - Cloisters	184.00
6-3330	Insurance - Rectory Yule Avenue	398.60
6-3335	Insurance - St. Marys	1,134.62
6-3410	Bank Fees & Charges	48.69
6-3440	Police Checks	59.64
6-3460	Synod Expenses	480.00
6-3510	Dues & Subscriptions	426.73
6-3640	Priest Supervision	167.50
6-3710	Accounting & Bookkeeping Fees	486.29
6-7400	Special Collection Expenses	1,040.99
6-8300	Rectors discretionary acc expenses	306.73
6-9100	Diocese Assessment	12,401.54
Total Expense		146,673.26
Operating Profit		-20,492.17
Plus Other Income		
8-3210	Interest - Tanner St Trust Account	5,878.56
8-4200	Lectionary & Study Books	0.00
8-6120	ABM Donations	0.00
8-6600	Other	1,040.99
8-6610	Xmas Bowl	0.00
8-6611	World Day of Prayer	0.00
Total Other Income		6,919.55
Less Other Expense		
9-1110	Bush Church Aid	1,134.11
Total Other Expense		1,134.11
Net Profit		-14,706.73

Independent Examiner Statement

IAN LUDLOW CHARTERED ACCOUNTANT FELLOW

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7 July 2020

SWAN PARISH INDEPENDENT FINANCIAL EXAMINATION 2020 REPORT FOR THE PARISH COUNCIL

I have been appointed by the Parish Annual Meeting as the Independent Examiner for the Parish of Swan to review the records for the year to 30 April 2020.

Appointment

I declare that I qualify for appointment in accordance with the *Parish Governance Statute 2016*. In accordance with the *Parish Governance Statute 2016* the Parish Council and the Treasurer are responsible for preparing the financial reports for presentation to the Annual Meeting. I am advised by the Treasurer that the financial reports have been prepared based on transactions made through the multiple bank accounts and a list of outstanding creditors.

Information Provided

The Treasurer and Rector have supplied information needed for me to conduct the review. The financial records are maintained in MYOB. In addition to printed reports, I have received Excel format reports of the income and expenditure report in detail, a general ledger transaction report, and balance sheet.

The source documentation files include:

- bank statements for the main ACF (30006999), investment (30007000), and term deposit (211977460) accounts;
- statement of stipends monies owing to the Diocesan Office;
- credit card statement for the new (July 2019) corporate card; and
- invoices paid during the period.

The collections file includes weekly deposit summaries, and most of the centre counting sheets.

Buildings and contents - generally

I have not attempted to verify the carrying values of the buildings and contents listed in the balance sheet, and do not consider this relevant for the purpose of the review as the parish has no prospect of realising anything on disposal. I have assumed this was based either on a valuation (and should be disclosed as such) or on insurance replacement value – which is not actually relevant to the balance sheet. The increase in the carrying value while still disclosing the amounts "at cost" is not strictly correct and the account descriptions should be updated to disclose the basis.

General Controls

The files provided have most of the documentation for the expenses made (by testing), and I note my recommendations from prior years regarding authorising of payments has continued to improve once again this year.

All Saints Project

I have previously commented on continuing negotiations between the Parish and the Diocese regarding work during the last eight or so years on the proposed All Saints site redevelopment, and the utilisation of funds from the Pool 3 account known as the Tanner Street bequest. I am advised there has been no significant change of status in the year under review, and the outstanding balance is still claimed by the Diocese.

The full nature of the dispute over the use of funds from the Tanner Street bequest is outside the scope of this report.

Other Matters

Accrued interest on the PDT held endowments has not been paid by Diocesan Office for the 2020 year, and the statements are available to know the exact amount. I understand the funds are managed by the Diocese until the distribution is made to the parish, so the "interest" accounts are not accounts in the name of the parish. As no distribution is received, I suggest no adjustment is made.

The new corporate credit card transactions have been processed on the basis as an invoice with multiple purchases allocated to the various accounts. While I have found no concerns with the allocation of expenses, tracing these through the lodger is more complicated than if the account was processed as a separate clearing account or bank account. This also delays all credit card purchases for one month until the statement is paid. The difference is not material and I will discuss this directly with the treasurer and secretary.

Given comment in prior years, I have noted that the Westpac Bank account has been closed during the year.

I wish to express my thanks to Treasurer Mary Wright and Rachel Kelly and others who have processed financial transactions during the year for the preparation and presentation of the accounts and supporting information, which makes my task easier.

I am willing to discuss any of these items further.

Regards,

A handwritten signature in blue ink, appearing to read 'Ian Ludlow', with a stylized flourish at the end.

Ian Ludlow FCA

IAN LUDLOW
CHARTERED ACCOUNTANT FELLOW

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7 July 2020

**ANGLICAN PARISH OF SWAN
INDEPENDENT EXAMINATION OF THE FINANCIAL RECORDS FOR THE YEAR
ENDED 30 APRIL 2020**

I have been appointed by the Parish as the Independent Examiner for the Parish of Swan to review the records for the year to 30 April 2020.

Scope

I have examined the financial reports of the Anglican Parish of Swan for the year ended 30 April 2020, as required by section 65.4 of the *Parish Governance Statute 2016*.

The Parish Council is responsible for the preparation and presentation of the treasurer's report and the information contained therein. I have conducted an independent examination of the balance sheet at 30 April 2020 and the actual income and expenditure for the year then ended contained in the treasurer's report, in order to express an opinion to the parishioners on its preparation and presentation. My review procedures included examination, on a test basis, of evidence supporting the amounts in the report.

Opinion - Qualified

The nature of church financial reports, where the income consists mainly of donations and fundraising, results in a lack of financial control until the income is banked and entered into the financial records.

I do not provide an opinion on the carrying value of building and contents which have been increased substantially since 30 April 2019 and are still displayed "at cost".

Subject to this qualification, I am satisfied that the financial report is consistent with the record maintained by the Parish Council.



Ian Ludlow FCA