

St Andrew's Church

PAROCHIAL CHURCH COUNCIL

Minutes of the meeting held on 12th March 2018 at 7.30 p.m. in the Church Vestry

Present: Rev. Dr. Steve Griffiths, Emma Byrne, Frances Cansfield, Claire Reilly, Diane Cater, Claudia De Rienzo, Andrea Edwards, Dinos Kousoulou, Barrie Lane, Mark Thebridge, Victoria Wiggins, Patience Wilson, Rex Bourne, Adele Barwood-Symmons, Emma Oppong-Addai, Ruth Mackay, Rob Barwood-Symmons, John Tanner, Robert Paing.

1. Opening Prayer

The Rev. Dr. Steve Griffiths opened the meeting with a prayer.

2. Apologies for absence received from : Felicity Cox, Illy Duce, Damian Browne, Lizzie Baughen

3. Minutes of the Meetings held on 16th January 2018

The minutes of the meeting of 16th January 2018 were approved.

4. Matters Arising and Actions and Decisions.

4.1 Chancel organ. A thanksgiving concert has been arranged for 21st April 2018.

4.2. Kath Mann's attendance at PCC. Steve has yet to complete the diary dates for 2018 and once this has been done, an invitation to Kathy Mann will be sent

Action: Rev Dr Steve Griffiths.

4.3 Parish Administrator's Job Title. It was noted that the revised Job Description and Contract was still outstanding.

Action: Rev. Dr Steve Griffiths to revise the Job Description and issue a revised contract to Simone Berndes.

5 Deanery Synod. Andrea presented her report that had been previously circulated. The main highlight was the discussion on Celebrating Children and Youth Work. The meeting agreed that the links to Secondary schools could be improved. However, resources are currently preventing further development.

6 Building Advisory Group.

6.1 The discussion was opened with thanks to Rob Paing and the staff of A and R Design for all their hard work and effective responses to recent events.

The work completed to date in the Parish Centre and Church was noted. The work to upgrade the Male toilets is to begin in 2 weeks. A new oven has been installed that has an Induction hob; this means that not all cooking equipment can be used on it. It was agreed that the hire agreement should be amended to reflect this and that a notice should be placed in the kitchen to alert users.

The meeting considered investing funds to purchase a dishwasher, new notice boards and a trolley for the Parish Centre. **The purchase of these items was proposed by Dinos Kousoulou and seconded by Francis Cansfield and agreed by the meeting**

6.2 The work on the Prayer Haven has been completed and the meeting expressed thanks to Shane O'Brien for designing and building the Altar. The issue of completing the external decoration was raised and it was confirmed that as the building is grade 2 listed, permission is required from the Council before work can be completed on the exterior of the building. It was agreed that permission should be applied for so that the work can be completed. It was also noted that the security arrangements for the Haven were being explored. Steve reported that he hoped that the Haven would be ready to be used shortly after Easter.

Action: Permission to be sought through the Council to complete the decoration of the exterior of the Prayer Haven.

6.3 Bell Tower and Church. Rob Paing and Steve Griffiths gave an update on the work that had been undertaken to make the bell tower safe. The beam has been secured and is being supported. However, there is still concern over the overall position of the beam and a full evaluation cannot be made until the roof of the bell tower has been removed.

The cost of repairing the bell tower will be substantial which raises the option of developing a comprehensive schedule of work to upgrade and renovate both the bell tower and church to ensure that these are restructured in such a manner as to make the building more accessible for community engagement and for fulfilling the Mission of the Church. Steve Griffiths has had early discussions with the Diocesan Advisor and it seems that the historic importance of the Church would be a key to making successful bids to Grant Making bodies.

Steve Griffiths felt that there are 3 strands to taking any development and refurbishment forward.

a. Fundraising a substantial amount of money without impacting on general giving by the congregation. Potentially between £1.5 and £2 million pounds would need to be generated for the work associated with the Church and Bell Tower. In addition a further £500,000 is needed to refurbish the Parish Centre and £400,000 to sustain the MAB's project over the next 5 years. The historic relevance of the Church and Bell Tower needs to be sustained and exploited.

b. Community engagement and outreach will need to be built into any plans and fundraising strategy, as this is a key fundraising trigger and will help the Church achieve its Mission agenda.

c. Project Planning and Development. The meeting noted that there is no guarantee that all fundraising will be successful. A significant level of planning and preparation is required and a realistic time scale for the project is between 2 and 2 ½ years. The project plan will need to integrate the Church's intention to be a Mission Shaped Church, Community Engagement and also ensure the current work and ministry is maintained and developed.

The general consensus of the PCC was to take this opportunity to fully develop a Mission Shaped Church and proceed with a comprehensive redevelopment of the Church, Bell Tower and Parish Centre.

7. Appointment of QI Architect. Steve Griffiths informed the meeting that a QI Architect needs to be formally appointed to assist in the refurbishment work and to complete the next quinquennial report.

It was proposed by John Tanner and seconded by Rob Paing that Steve Griffiths and the Church Wardens be authorised to appoint a QI Architect to assist with the

refurbishment work and the next Quinquennial Report. This was carried unanimously by the meeting.

8. Finance Advisory Group(FAG). The proposed budget had been circulated prior to the meeting. A number of adjustments were recommended within the overall totals for income and expenditure. It was also noted that a recommendation on how to allocate the Charitable Donation would be presented to the next full PCC meeting.

The Budget, subject to the suggested amendments, was proposed by Rex Bourne, seconded by Mark Thebridge and carried unanimously by the PCC.

The ability to donate via Text is to be introduced, including the ability to Gift Aid any donation.

The meeting gave a vote of thanks to Darren Smith for the work he undertook in reconciling the accruals on the accounts.

9. Mission Action Plan – restructuring for growth. Steve Griffiths asked the PCC to agree that work on revising the MAP should not proceed as planned due to uncertainty in relation to the earlier discussion on refurbishment and developing the Bell Tower, Church and Parish Centre. This was agreed by the PCC. It was also noted that Steve Griffiths was going to analyse the feedback from the consultation process and present this to a future PCC meeting.

Action Steve Griffiths.

10.APCM Details. The APCM is planned for 21st April at 10.00; the venue is the Church.

11. PCC Members. Steve Griffiths thanked all members of the PCC particularly those whose term ends at the APCM. He encouraged all those who had not served a second term to seriously consider standing again to ensure there is continuity over what will be a challenging time for the Church. Nomination forms will be available from the Church Wardens shortly.

The meeting ended with pray and the Grace.