

# PARISH OF ST. ANDREW, ENFIELD

## PAROCHIAL CHURCH COUNCIL

Minutes of the meeting held  
on 21 May 2015  
at 7.30 p.m. in the Choir Vestry

**Present:** Rev. Dr. Steve Griffiths, Rev. Olive Cope, Emma Byrne, Frances Cansfield, Diane Cater, Felicity Cox, Claire Reilly, Claudia De Rienzo, Andrea Edwards, Dinos Kousoulou, Barrie Lane, Diana Lane, Stephanie Lane, Robert Paing, Mark Thebridge, Victoria Wiggins, Claire Whetstone (from item 5.5), Patience Wilson (from item 5.2). John Tanner (Secretary).

### 1. Opening Prayer

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

### 2. Apologies for Absence

2.1. Apologies for absence were received from: Richard Berndes, Rex Bourne, Jacky Parnell, Imogen Seward-Evans,.

### 3. Minutes of the Last Meeting

3.1. The minutes of the meeting of 10 March 2015 were approved.

3.2. . The minutes of the meeting of 18 April 2015 were approved.

### 4. Matters Arising

#### 10 March 2015

4.1. There were no matters arising.

#### 18 April 2015

4.2. There were no matters arising.

### 5. Vicar's Report & Group Dynamics Reflection

5.1. Steve Griffiths introduced his report, apologising for the late circulation because of his return from India. He noted progress on the boiler and the grant application to be made to the Diocese.

5.2. In updating on MABS Steve Griffiths outlined the issues affecting the Enfield Trust for Girls' accounts and the opportunity that this offered for targeted work with girls, both in terms of securing initial funding and ongoing funding, given the limited number of other applications the Trust received. The Trust would become a partner. In addition, the Connie Eagles Trust would provide start-up costs, including meeting the costs of accommodation conversion within the Parish Centre. He outlined the advantages of placing MABS in the Parish Centre.

5.3. In discussion of the report, and the MABS update in particular, it was noted that:

- There would be concerns at the amalgamation of the Mothers' Union Branch;
- There would be impacts on the use of Room 2 in the Parish Centre by other groups, including the Sunday Clubs. Dual use might be very difficult.

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- Options might include refurbishment of other rooms; the use of the Hut; and more effective use of Room 3.

5.4. The meeting noted the Vicar's report.

5.5. Steve Griffiths then introduced a discussion on the writings of Ralph Tuckman on group dynamics and lifecycles: forming, storming, norming; performing; and mourning. He encouraged the PCC to reflect on this as they went forward and to be accepting of the challenges this would present and the journey.

### 6. Finance Update

6.1. Claire Whetstone reported on expenditure to date. For January to March there had been a slight overspend against the planned budget but overall financial performance was in line with the forecast.

6.2. She went on to summarise the position in respect of the Common Fund, including outlining the costs which the parish's contribution would be contributing towards. The Diocese were asking for £76,900 and she would propose to pay £77,000.

6.3. In discussion the following points were raised:

- The purpose of the Common Fund should be communicated to the congregation. This should be in a digestible form;
- The costs were calculated on a common basis for all parishes and the "ask" for all parishes was £76,900. Some parishes were able to pay more; others could not do so. In underpaying there would be a medium to long-term risk. This reflected the change from the previous "Quota" based approach;
- The decision on the amount to be paid would need to be made by July. There may be other commitments and these should be understood before a decision was taken.

6.4. A decision was deferred until after the discussion of the Quinquennial Review.

### 7. Deanery Synod Update

7.1. There has been no Deanery Synod meeting since the last PCC meeting.

### 8. Buildings and Fabric

8.1. Quinquennial Report – The reports on both the Church and the Parish Centre had been received. In the Church there were two major issues: damp in the north aisle; and woodworm in the wooden structure in the bell-tower. The Parish Centre report had a significant list of repairs required. There would be a more detailed report after the next meeting but there would be a fund-raising requirement and the need to obtain grants.

### 9. Membership of Reference Groups

9.1. Steve Griffiths summarised progress on establishing all of the Reference Groups as set out in the paper. He stressed that others would be involved in mission under each heading but these would be the groups to whom members of the congregation could refer.

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9.2. Steve Griffith outlined the plan for each group (in addition to the key Finance, Building and MABs groups) to have met before the next meeting of the PCC

### 10. Mark of Mission 1 - Telling the Gospel

10.1. New wafers at 8.00am Holy Communion – Steve Griffiths reported on the lack of feedback following the introduction of different wafers at the 8.00am Holy Communion. The PCC tasted the new wafers. There was the potential that, notwithstanding the decision taken at the previous meeting, that the issue of wafer at all Holy Communion services would be raised again.

### 11. Mark of Mission - Teaching and nurturing disciples

11.1. Marketing Group Update – Steve Griffiths summarised the work being undertaken by Audrey Cooper and Suzy Goddard, who would report back to the PCC in July.

### 12. Mark of Mission - Tending to those in need

12.1. Ratifying our Health & Safety Policy/Risk Assessment – The current documents were work in progress but need to be ratified by the PCC.

12.2. **DECISION:** The PCC unanimously ratified the Policy and Risk Assessment, proposed by John Tanner and seconded by Vicki Wiggins.

12.3. Designation of Fire Assembly Points – Following a brief discussion of the previous arrangements it was agreed that making a decision on this would be delegated to the Buildings Advisory Committee.

12.4. There would need to be fire drills for both the Church and the Parish Centre.

12.5. Ratifying our Safeguarding Policy – **DECISION:** The Diocesan policy had been adopted previously and was unanimously ratified by the PCC, proposed by Patience Wilson, seconded by Diana Lane.

### 13. AOB

13.1. Summer Robes – Steve Griffiths sought the PCC's agreement to wearing a cassockalb in hot weather. **DECISION:** The PCC agreed to Steve Griffiths having this option available.

13.2. Timing of Baptism Services – Steve Griffiths said that people were tending to prefer the noon service, rather than 4pm. He sought agreement to moving all to noon, with a later discussion needed on baptism policy. **DECISION:** The PCC agreed to baptism services taking place at noon..

13.3. Visitation Report – It was noted that some minor amendments had been made to the final report by Fr. John Harvey.

### 14. Date of Next Meeting – 15 July 2015