

PARISH OF ST. ANDREW, ENFIELD

PAROCHIAL CHURCH COUNCIL

Minutes of the meeting held
on 4 November 2014
at 7.30 p.m. in Room 2 of the Parish Centre

Present: Revd. Dr. Steve Griffiths, Revd. Olive Cope, Mr Rex Bourne, Mrs Barbara Campbell, Ms Sarah Hargreaves, Mr Barrie Lane, Mrs Diana Lane, Miss Stephanie Lane, Mrs Jacky Parnell, Mrs Claire Reilly, Mr Jeremy Taylor, Mr Mark Thebridge, Mrs Victoria Wiggins, Miss Patience Wilson. Mr John Tanner (Secretary).

1. Opening Prayer

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

2. Apologies for Absence

2.1. Apologies for absence were received from: Mr Richard Berndes. Mrs Barbara Campbell, Mr Bob Hollingsworth, Mrs Jacky Parnell

3. Minutes of the Last Meeting

3.1. The minutes of the meeting of 10 September 2014 were approved.

4. Matters Arising

4.1. Para. 5.2 – Rev. Olive Cope suggested a letter to Jean Singleton.

4.2. Para. 5.4 – Rev. Dr Steve Griffiths reported that he had met with the choir and that the choir would continue to operate as is in the short-term. The longer-term position remained to be resolved. Phillip and the choir should be thanked for continuing.

4.3. Para. 7.1 – It was noted that with hindsight a different approach to budget planning might have been taken to accommodate general fundraising and specific initiatives.

4.4. Para. 7.3.4 and 7.4 – To be considered under the Finance Agenda item.

5. Actions and Decisions

6. The actions and decisions log was updated.

7. Vicar's Report

7.1. Revd. Dr. Steve Griffiths tabled his report and spoke to it. The meeting noted the Vicar's report.

8. Preaching Themes

8.1. The Revd. Dr Steve Griffiths outlined that incumbents were guided by the lectionary but could change these if the PCC had passed a resolution allowing the incumbent to do this.

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8.2. **DECISION:** The PPC resolved unanimously, proposed by John Tanner, seconded by Sarah Hargreaves, that the incumbent should be allowed to vary readings should he wish to.

9. Report from Finance Committee – see minutes of Finance Committee meeting of 16 October 2014

9.1. Sarah Hargreaves introduced the minutes. She made the following points:

9.1.1. HMRC had repaid £28,000 in gift aid.

9.1.2. Consideration was being given to invest some of this into an interest bearing bond and to pay some into the deposit account to provide a reserve for running costs. The Revd. Dr Steve Griffiths was discussing the identification of a suitable bond with the Diocese.

9.1.3. Rex Bourne set out the requirements for replacing broken lighting (c£600) and putting in place emergency lighting. He sought approval for the expenditure. Jeremy Taylor outlined the costs of replacing the boiler electrical system; c £1,400; and the requirement of the insurers to carry out an inspection of the Parish Centre.

9.1.4. **DECISION:** Up to £2,000 expenditure may be authorised by the Standing Committee, on the lighting and boiler electrics on the following securing the additional quotes required.

9.1.5. Tracking of new regular contributors would be introduced to enable more effective management of gift aid.

9.1.6. The EPOS machine will be installed soon.

9.1.7. There was a discussion of charitable giving and the use of funds from the wall safes.

9.1.8. **DECISION:** Jeremy Taylor proposed and Vicki Wiggins seconded a proposal to pay £1,000 to Meet a Need with Christian Care .The proposal was agreed with one vote against and one abstention.

9.1.9. **ACTION:** Budget to be agreed over November and December and brought back to the PCC.

9.2. Common Fund

9.3. Revd. Dr. Steve Griffiths said that the cost met by the Diocese came to £75,000 per annum. The PCC noted that £76,000 would be paid to the Common Fund this year..

10. Appointment of PCC Governor to St Andrews School Governing Body

10.1. Rex Bourne outlined the role of the PCC Governors.

10.2. **ACTION:** PCC to consider nominations and confirm appointment at the February meeting. Nominations to be submitted to the Secretary by 31 January 2015.

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11. Farewell Gift for Bishop Peter

11.1. The Revd. Dr. Steve Griffiths outlined the suggestion that the PCC should contribute £500 to the building the new church as part of Bishop Peter's farewell. It was suggested that an additional collection should be made in December from the congregation as a whole.

11.2. **ACTION:** An additional collection to be organised in December.

12. Scaffolding in Church

12.1. The Revd. Dr. Steve Griffiths outlined the position and the costs of removing the scaffolding, together with the risks were the church to be opened, given the value of the organ parts. It was noted the David Hastings had offered to run a rota of people who would be prepared to supervise the opening of the church.

12.2. The impact on the capacity of the church for major services was noted.

12.3. **ACTION:** Jeremy Taylor to discuss with David Hastings arrangements for a rota.

13. Update on Listening Exercise/Mission Action Planning

13.1. Covered under Vicar's Report above.

14. Thoughts on Future Leadership Structures

14.1. The Revd. Dr. Steve Griffiths introduced the paper. IN discussion the following points were raised:

14.1.1. Reference groups should have a shorter time period for membership to encourage wider participation, whereas the Advisory Teams needed a degree of continuity;

14.1.2. This structure placed a high burden on the Vicar in terms of meetings;

14.1.3. The top level Groups are feeding into the Advisory Teams on a strategic level. The other groups are less formal;

14.1.4. The reference mark groups are a way to engage people with ideas and energy to contribute to mission, who may not necessarily want to be part of a formal committee structure;

14.1.5. There might be a need to clarify and delineate the roles of the Marks Reference Groups. This would be linked through organic growth to deliver the Mission Action Plan and be rooted in it;

14.1.6. There was recognition that this would require a significant number of people to commit but there would also be a challenge in letting go from within the current structures. It would, however, enable the congregation to apply a broader range of its talents;

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14.1.7. The process would start in April and would be iterative, recognising that it might require 18 months to transition fully, while the foundations of most of the groups were already in place.

14.2. The Revd. Dr. Steve Griffiths suggested that the core structure of Standing Committee, Finance Advisory Team and Buildings Advisory Team should be put in place from the next APCM. The changes would need to be communicated.

14.3. **DECISION:** The PCC approved the proposals in the paper unanimously, proposed by Rex Bourne and seconded by Vicky Wiggins.

15. Reports from Committees

15.1. Minutes of Mission and Outreach Committee 3 September 2014 – The minutes of the meeting were noted.

15.2. Minutes of Organ Restoration Committee 9 October 2014 - The minutes of the meeting were noted. There was a discussion of possible event to re-launch the organ. It was noted that the budget position did not permit the employment of a new Director of Music.

15.3. There was brief discussion of the need for a wider discussion of staffing in due course once the budget had been confirmed.

15.4. Minutes of PCMT 20 October 2014 – The minutes of the meeting were noted.

15.4.1. Final letter re Azure – the letter sent by Barrie Lane and the reply (circulated with these minutes) were noted. Barrie Lane outlined the subsequent changes sought to the licence and that the time for objections to those changes had passed.

16. Any other business

16.1. **ACTION:** The Architectural Quinquennial has been located and the Revd. Dr. Steve Griffiths will contact the architect to make the necessary arrangements.

16.2. There was a discussion of the temporary arrangements for the children's corner and the suitability of the location.

16.3. The need to update the Vicar's name on the external notice board and the name board inside church was noted. **ACTION:** Revd. Dr. Steve Griffiths to raise with David Holliday.

16.4. Jeremy Taylor raised the giving of bread to children. The Revd. Dr. Steve Griffiths set out Church of England policy and the requirement to register names with the Bishop. This was linked to Diocesan policy on the age of confirmation and the issue of children moving from one church to another. He spoke about his own spiritual position and inability to refuse giving bread to a child. He agreed that there was scope for an educative element to be intro

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- 16.5. There was then a discussion about the giving of wine and the approach to be taken by those licensed to administer the bread and wine. **ACTION:** Advice from the Vicar to all chalice assistants.
- 16.6. Diana Lane asked for thanks to be recorded for the All Saints Day service.
17. Date of Next Meeting – Tuesday 13 January at 19:30 – for consideration of the Mission Action Plan, no other business to be taken