

# PARISH OF ST. ANDREW, ENFIELD

## PAROCHIAL CHURCH COUNCIL

Minutes of the meeting held on 23 May 2016 at 7.30 p.m. in the Church Vestry

**Present:** Rev. Dr. Steve Griffiths, Richard Berndes, Frances Cansfield, Diane Cater, Fliss Cox, Andrew Davies, Claudia De Rienzo, Andrea Edwards, Dinos Kousoulou, Barrie Lane, Diana Lane, Stephanie Lane, Kara McCrory, Robert Paing, Claire Reilly, Imogen Seward-Evans Mark Thebridge, Claire Whetstone, Victoria Wiggins, Patience Wilson. 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 were received from Emma Byrne.

### 3. Minutes of the Last Meeting

3.1. The minutes of the meeting of 10 March 2016 were approved.

3.2. The minutes of the meeting of 19 April 2016 were approved. Noting that Stephanie Lane was not present.

### 4. Actions and Decisions and Matters Arising –

#### 10 March 2016

4.1. Para. 5.1 – a number of members of the congregation have asked for a small number of copies of the e-zine to be made available. Copies have been printed for those who have asked. If a formal print-run were reintroduced a realistic charge to recover costs would be required. It was not practicable to include adverts although they could be put on the website.

4.2. Diana Lane is currently in the process of trying to identify all those who had previously received the magazine as a hardcopy so that they could be informed about the new arrangements

4.3. Para. 7.4 – the Mark 4 Group has yet to meet.

#### 19 April 2016

4.4. No matters arising.

### 5. Vicar's Report

5.1. Steve Griffiths introduced his report. In discussion, it was noted that:

- the Holy Week services had been a significant success and the PCC noted and thanked the Vicar for delivering these;
- the Week of Prayer had also been a success and thanks were expressed to Jo Griffiths and Claudia De Rienzo. It was hoped to hold a further week in the run up to Remembrance Sunday; and

## PARISH OF ST. ANDREW, ENFIELD

- there is an increasing volume of activity under the Mission Action Plan.

### 6. Progression Paper: Quinquennial, Fabric, Legal Compliance and Health & Safety

6.1. Steve Griffiths introduced the paper. There were a small number of points to add:

- stage 1 of the drains work had now been completed at a very reasonable cost. A further £25,000 of work needs to be done because of collapse and silting up in both the parish centre car park and around the Church. It is highly unlikely that the Council will accept responsibility for the latter work in the absence of paperwork from 1936, defining their responsibilities, when the churchyard was closed;
- the toilet floors have been steam-cleaned and bell-tower treads and handrails installed. Bookcases in the church vestry have been secured. The garden of rest has been cleared. Microphones have been replaced;
- a few user groups for the parish centre still need to be issued with access fobs but this should be complete in the next two weeks and the security system will then be fully activated;
- the timing of the cleaners' visits are still an issue and the quality of kitchen cleaning is poor. **ACTION: A site meeting with the cleaning company manager to be held to resolve the issue regarding the Parish Centre;**

6.2. Ratification of Health & Safety Policy/Risk Assessment

6.3. **DECISION: The PCC, proposed by John Tanner, seconded by Rob Paing, unanimously ratified the Health & Safety Policy/Risk Assessment**

6.4. Ratification of Safeguarding Policy

6.5. **DECISION: The PCC, proposed by Claire Reilly, seconded by Felicity Cox, unanimously ratified the Safeguarding Policy**

### 7. Finance Advisory Group

7.1. Financial Report – Claire Whetstone introduced the paper circulated earlier. In discussion the following points were raised:

- There was a small deficit at the end of March, however, much lower than in previous years;
- Donations are about £1,000 over forecast. Income from car parking is also up and has now been regularised;

7.2. David Wiggins has now stood down from the Finance Advisory Group and the PCC expressed its thanks for his work.

### 8. Buildings Advisory Group

8.1. Belltower and Clock – Rob Paing reported that the squirrels' dray in the north face of the tower had now been cleared. The clock is now working again.

8.2. Parish Centre toilets – discussed under Part B, see paragraph 17.

### 9. MABS Advisory Group

## PARISH OF ST. ANDREW, ENFIELD

9.1. MABS Report – Steve Griffiths introduced the paper. In discussion the following points were noted:

- the additional funding from the Bishop of London for the second year was welcome. A number of significant donations from members of the congregation and in memory of former parishioners were also noted, as was the donation from Santander and the funding for the sexual health project;
- the various new initiatives were noted, including the investment of effort at St Andrews' school.

### 10. Strategic Plan following the retirement of Vincent Stokes

10.1. Steve Griffiths introduced the paper setting out proposed arrangements following the departure of Vincent Stokes on 17 July 2016. He will be paid through to his retirement in October. Steve Griffiths then outlined the role to be undertaken by David Andrews. This will, in part be funded through the Connie Eagles Trust for two years. If David Andrews were then to train for ordination, there would be the option for a further three years, while he was training.

10.2. The intention was to rent out the second room in the flat to recoup the costs of refurbishing the flat.

10.3. Steve Griffiths also outlined the proposal in relation to Tony Leach but noted that this could not be taken forward at present.

10.4. The PCC noted the proposals.

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

11.1. Font – Steve Griffiths introduced the paper setting out proposals for moving the font a short distance and putting holy water in it, so that people would have the opportunity to use it to cross themselves if this was their custom. In discussion the following points were raised:

- there is a tradition of this in other Anglican churches but those who do not practice this may not necessarily have noticed it;
- giving the font more prominence would enable it to be celebrated.

11.2. **DECISION: The PCC, proposed by Andrea Edwards, seconded by Claudia De Rienzo, agreed to the proposal by nineteen votes, with one vote against and one abstention.**

11.3. Vestments – Steve Griffiths introduced the paper proposing the purchase of chasubles. In discussion the following points were raised:

- the chasuble emphasised the office of priest rather than the individual themselves;
- only the president wears the chasuble;
- the use of the chasuble would further reinforce the cycle of the church year and the changing liturgy;
- the chasuble would be available for both the vicar and any visiting priest to wear but would not be obligatory;

## PARISH OF ST. ANDREW, ENFIELD

- the purchase of the chasubles was an unnecessary expense and represented a step which many in the congregation would not welcome, following on from the use of the cassock alb more frequently than some PCC members had considered would happen when that proposal was agreed to;
- wearing of the chasuble in addition to the priest's other robes was unnecessary;
- many would not be concerned about what the priest was wearing, since that was not key to worship, however, a variety of robes would be welcoming to those from a variety of traditions;
- there should be a process of education to explain the change;
- the question of funding was relevant and needed to be balanced with investment in fabric, worship and mission;
- many people learn through imagery and other sensory elements. While this would not detract from those who understand the words the images would appeal to others;
- some would view this as going down a slippery slope towards a tradition they were uncomfortable with. The wearing of the chasuble was in the central tradition of Anglicanism. As a church we should accept the range of approaches and views and recognise this and not become closed off but challenge our beliefs and understanding;
- the tension between reformed and catholic tradition was brought together in Anglicanism.

11.4. **DECISION: The PCC agreed to the purchase of chasubles, proposed by Fliss Cox and seconded by Kara McCrory, with votes thirteen votes for, three against and five abstentions.**

### 12. Mark 4 – Transform the Unjust Structures in Society

12.1. St Andrew's Representative for ALMA – Dinos Kousoulou reported that Paul Edwards has volunteered to act as ALMA representative and has attended his first meeting.

### 13. OECT Trustee nomination

13.1. Steve Griffiths noted that Colin Griffiths term was up and that he has agreed to be nominated again.

13.2. **DECISION: The PCC agreed unanimously to the nomination of Colin Griffiths as OECT trustee.**

### 14. AOB

14.1. Notice boards – it was noted that the new notice boards could be used more effectively to advertise services and other events, including the Week of Prayer.  
**ACTION: Use should be made of the porch notice boards to advertise services and events.**

14.2. LEP – it was noted that following the distribution of the flyer volunteers had come forward to take up the LEP offices.

## PARISH OF ST. ANDREW, ENFIELD

14.3. Secretary for 11 July Meeting – Dinos Kousoulou.

15. Date of Next Meeting – 11 July 2016.

16. Robert Paing joined the meeting at 7.45pm. In advance of that the following Part B item was discussed.

### Part B

17. Parish Centre toilets

17.1. Steve Griffiths introduced the paper. In discussion the following points were raised:

- In terms of propriety and regularity that would be advisable and good practice to seek other quotes to demonstrate effective financial stewardship;
- The works might now be smaller in scale with only three cubicles in the ladies toilets. The works would also include the placing of cupboards in order to provide cupboard space, for the use of hirers in particular;
- The financial commitment of £14,500 (excl VAT) would represent a significant commitment of the available funds (in the order of £25,000). It would leave limited reserves for emergencies, although it would represent an investment in the hall lettings;
- Phasing of the works over a number of years would allow for contingencies to be managed. That might mean: ladies/cupboards year 1; disabled year 2; gents year 3.

17.2. **DECISION: The PCC, proposed by Vicki Wiggins, seconded by Patience Wilson, agreed unanimously to seek two additional quotes for the Parish Centre works, and refurbishing the ladies toilets (three cubicles) and the cupboards this year, including a low level basin for children. Remitted to Finance and Buildings Advisory Group.**