

PARISH OF ST. ANDREW, ENFIELD

PAROCHIAL CHURCH COUNCIL

Minutes of the meeting held
on 10 September 2014
at 8 p.m. in Room 2 of the Parish Centre

Present: Revd. Dr. Steve Griffiths, Revd. Olive Cope, Richard Berndes, Rex Bourne, Barbara Campbell, Ruth Collop, Sarah Hargreaves, Barrie Lane (from 8.20pm), Diana Lane, Stephanie Lane, Kitty Malleson, Claire Reilly, Jeremy Taylor, Mark Thebridge, Victoria Wiggins, Patience Wilson, John Tanner (Secretary).

1. Opening Prayer

1.1. The Revd. Dr. Steve Griffiths opened the meeting with a prayer in memory of Gill Owen.

2. Apologies for Absence

2.1. Apologies for absence were received from: Felicity Cox, Bob Hollingsworth, Jacky Parnell.

3. Minutes of the Last Meeting

3.1. The minutes of the meeting of 8 July 2014 were approved.

4. Matters Arising

4.1. Para. 5.4 – Vicky Wiggins has volunteered to act as Electoral Roll Officer, proposed by Patience Wilson and seconded by Olive Cope unanimously agreed by the PCC.

4.2. Para. 6 – Rex Bourne noted that no terms of reference had been traced for the PCMT but it was agreed that they would continue on the current basis until the committee restructure.

4.3. Para. 9 – Vincent Stokes had now been licensed.

4.4. Para. 11.3 – Kitty Malleson has joined the Pastoral Care Committee

4.5. Para 13.1 – the strimmer had been purchased.

5. Vicar's Report

5.1. The meeting noted the Vicar's report.

5.2. Ruth Collop noted that the previous practice had been to hold baptism preparation meetings in parishioners' homes. Steve Griffiths said that there would need to be a review of how links were maintained with baptism families.

5.3. **Action:** Steve Griffiths to write to Danielle Down to thank her for her work on baptism preparation.

5.4. Ruth Collop raised the questionnaire sent to the choir members. There was a sense that the choir was in the dark and felt marginalised. The notice about the creation of a music group had been insensitive. Steve Griffiths said

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how much he valued and supported the choir and the tradition of music at St Andrews. Mark Thebridge said that whatever was decided in the longer-term it was important to the choir that their immediate future was resolved.

6. Safeguarding at St Andrews

- 6.1. Steve Griffiths set out the legal obligations on the Church and the need for it to both comply with those and to create a safeguarding culture and to be seen to be putting that in place. Churches are particularly vulnerable in this respect partly because they do not visibly seek to dissuade those who might seek to cause harm.
- 6.2. The PCC adopted the London Diocesan Safeguarding, proposed by Patience Wilson, seconded by Stephanie Lane and supported unanimously.
- 6.3. The PCC adopted its Policy Agreement setting out the Safeguarding Officer roles and the Children's Champion role, with the training requirements. This will be formally readopted annually at the PCC meeting after the Annual Meeting. Proposed by Jeremy Taylor and seconded by Vicky Wiggins, adopted unanimously.
- 6.4. The PCC adopted the "Safeguarding Children and Young People" document, which will be signed and agreed to by all those working with children. Proposed by Richard Berndes, seconded by Ruth Collop, adopted unanimously.
- 6.5. The PCC adopted the "Safeguarding Vulnerable Adults" document, which will need to cover pastoral visitors etc. Proposed by Patience Wilson, seconded by Stephanie Lane and agreed unanimously.
- 6.6. The "Safeguarding Hire Agreement" to be signed by all those using the hall. Proposed by Diana Lane, seconded by Claire Reilly, adopted unanimously.

7. Report From The Treasurer

- 7.1. Sarah Hargreaves introduced the paper. She noted that the Organ Restoration Fund had diverted resources which would otherwise have been available to support general funding requirements.
- 7.2. Jeremy Taylor reported that the amount to be recovered through Gift Aid will date back to March 2012.
- 7.3. In discussion it was noted that:
 - 7.3.1. the momentum established in the Organ Restoration Fund needed to be maintained and the collaborative working in that forum needed to be developed;
 - 7.3.2. new members of the congregation were not being brought into the regular giving schemes and the deficit could not be met simply through cutting expenditure;
 - 7.3.3. there should be a greater drive towards transparency and exposing the financial position to the congregation as a whole;

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7.3.4. weekly cash collections have steadily declined, despite efforts to tidy up the routes of giving and where contributions have increased they have been largely from existing donors not new one;

7.3.5. the seriousness of the position and the need to establish a clear baseline position had meant that there were some calendar issues but the £11,000 deficit could not wait for consideration until November's PCC, after the next Finance Committee.

7.4. **Action:** The paper and the issues to be fully discussed at the upcoming Finance Committee, considering both the short and longer-term issues and possible options. Report for November PCC meeting.

7.5. **Action:** Finance Committee to review whether any collective contracting for utilities would secure more advantageous rates.

8. Proposal Regarding Financial Support for Mission Organisations

8.1. Steve Griffiths introduced the paper. It was noted that Christian Housing Action was one of the supported organisations not UPSG. He went on to outline the proposal in the paper. In discussion the following points were made:

8.1.1. the Mission and Outreach Committee recognised the position but could see no alternative to the proposal;

8.1.2. an alternative would be to split the available funding between the four chosen groups, which would maintain the principle;

8.1.3. retiring collections for charities would be possible but this would represent a financial hit for the church itself;

8.1.4. the wall safes at the back of church provide an opportunity to raise funding for the charities. But the impact on PCC funding needed to be understood;

8.1.5. reducing the Common Fund had been the subject of discussion previously. It had proved very difficult to secure a reduction on the amount paid in the past. The Common Fund position could not be taken in isolation.

8.2. **Action:** Finance Committee to report on impact of directing giving from the safes on PCC funding.

8.3. **Decision:** Decision on proposal deferred until Finance Committee has met and worked proposals brought back to the November PCC.

8.4. **Decision:** Common Fund to be an agenda item for November PCC.

9. Update on Listening Exercise/Mission Action Planning

9.1. Steve Griffiths reported on the issue of the questionnaires to the congregation and others and over 80 responses had been received.

9.2. **Action:** Steve Griffiths to report on questionnaire results to December PCC.

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10. Refuse Collection

- 10.1. Steve Griffiths reported on a visit from the Council's waste management team and the need to reduce waste, and meet additional costs of £1,000, contingent on the green waste from the Garden of Rest and the vicarage garden.
- 10.2. **Action:** Steve Griffiths to discuss with Council potential impact of withdrawing Community payback. Options for composting also to be considered with the Council.
- 10.3. **Decision:** Additional bins to be obtained from the Council as they require it the over-weight waste to be removed in bins.

11. Reports from Organisations

- 11.1. The report from St Andrews School was noted.
- 11.2. **Action:** Election of PCC Governor to be on agenda for November meeting.
- 11.3. The report from the Coffee Rota was noted.

12. Any other business

- 12.1. Draft letter re Azure/Grizzlies licence variation – Barrie Lane on behalf of PCMT mandated to write on behalf of PCC, subject to Council's response to letter from Sue Woollard.
- 12.2. Harvest Supper – there was a discussion around organising a Harvest Supper or a St Andrews Supper. It was suggested that the latter would be an option and Steve Griffiths will draw together a small group to co-ordinate.

13. Date of Next Meeting – 4 November 2014.