

**St Andrew's Church**  
**PAROCHIAL CHURCH COUNCIL**

Minutes of the meeting held on 14 November 2019 in the Church Chancel.

Present: Rev. Dr. Steve Griffiths, Patience Wilson, Paul Edwards, Catherine Holton, Frances Cansfield, Andrea Edwards, Illy Duce, Rex Bourne, Emma Oppong-Addai, Rob Barwood-Symmons, Richard Berndes Ruth Mackay, John Tanner, Paul David, Tony Leach, Laura Bruce.

1. Opening Prayer

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

2. Apologies for absence received from: Claire Reilly, Dinos Kousoulou, Adele Barwood-Symmons, Claudia De Rienzo, Damian Browne.

3. Minutes of the Meetings held on 10 September 2019

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

4. Matters Arising and Actions and Decisions.

4.1. An update on the first Welcomers' Group was provided by Catherine Holton, with a further course planning the New Year. A number of those who had attended provided their impressions of the exercise and the benefits of reviewing where we are. The PCC noted its thanks to Catherine Holton for leading the course

4.2. It was noted that work to install the toilets in the Church building had begun.

5. Safeguarding Audit.

5.1. Steve Griffiths introduced the requirements of the audit and the steps which needed to be taken to complete a number of actions. It has been submitted to the Diocese.

5.2. It was noted that the work done at the Haven needed to be included going forward.

5.3. The PCC noted the audit and progress made.

6. Update ALMA parish link St James's Morrumbala.

6.1. Paul Edwards gave an introduction to the ALMA parish link, setting out the challenges faced by the clergy in providing ministry. St James's had now provided details of the requirements they have, including fundraising, but the relationship needed to be reciprocal and for us to learn about growing the church.

6.2. In strengthening the link we need to look more outwardly and consider how best to engage the body of the church and St Andrew's school in working with the Parish of St James. The relationship needed to be built and could not simply rely on providing funding.

6.3. In discussion the following points were raised:

- 6.3.1. There would be enthusiasm at St Andrew's to support the link and to work on joint proposals around the building of the pre-school at St James;
- 6.3.2. The engagement of St Andrew's now needed to be broadened beyond the ALMA representatives and become a more established part of our mission work;
- 6.3.3. There are opportunities to use technology to improve links; and
- 6.3.4. Illy Duce volunteered to join a working group to be established. The activities of the working group and developing the link would be a standing PCC item.

## 7. Finance Report and Budget.

7.1. Laura Bruce provided an update on the two instances of fraud against St Andrew's in August and September, through an automated debit facility. The money has been recovered as part of the direct debit guarantee scheme. The finance systems and controls are robust, as demonstrated by the early detection of the issue.

7.2. The following points were raised in relation to the Quarterly budget and outturn:

- 7.2.1. Donations were increased because of the receipt of MOSAIC funds and a one-off donation;
- 7.2.2. November and December banking had yet to take place;
- 7.2.3. Sub-station rents have still not been received via the Diocese;
- 7.2.4. Flat rental income had not been received for November. The tenancy agreement ends in April 2020;
- 7.2.5. Car par space rental was below forecast because of the link to Parish Centre development;
- 7.2.6. Flower expenditure is over budget because of pre-funding up to Christmas;
- 7.2.7. Maintenance expenditure was above budget because of the need to replace the boiler in the flat costing c£5,000;
- 7.2.8. Legal and professional fees are below budget but are likely to fall into next year;
- 7.2.9. While the current position looks to be good, there may be a cash-flow issue towards the end of the year which will be addressed by the Finance Group.

## 8. Update on Parish Centre

8.1. Steve Griffiths provided an update on the Parish Centre.

8.2. Steve Griffiths also provided an update on the transfer of vicarage land.

**8.3. The PCC unanimously passed a resolution agreeing not to object to the transfer of the land from the Vicar to the LDF: proposed by Illy Duce, seconded by Emma Oppong-Addai.**

9. Fabric Update

9.1. Steve Griffiths noted the points raised earlier in relation to the boiler in the flat; the ongoing works installing toilets; and the asbestos.

10. Structure for Sunday Morning Worship

10.1. Steve Griffiths provided an update on the Sunday Morning Worship including the trial of the informal service in the Parish Centre, on which feedback was provided by the leadership team. The current model would not necessarily be sustainable from the New Year.

10.2. He went on to outline proposals for: 8am service as currently configured; a parish Eucharist service at 9.30 or 11am; and an informal service at 9.30 or 11am, without a formal Eucharist. Refreshments would be provided between the services. In discussion the following points were raised:

10.2.1. The role for the uniformed organisations in the more informal service;

10.2.2. The informal service would provide the opportunity to expand links with an engagement with the St Andrew's school community;

10.2.3. There was a risk that the parish Eucharist might become less attractive to families, creating a generational split. Refreshments would bridge the services but inclusion did not necessarily mean having everyone in the same service;

10.2.4. Refreshments would present a logistic challenge in the short term;

10.2.5. Would separate arrangements be required for the youth group?

10.2.6. A listening exercise to take views on preferences for service times might be beneficial;

10.2.7. Consideration should be given to the pace and scale of change, given the level of preparedness and limited time available.

**10.3. The PCC approved unanimously a resolution to move to three services on a Sunday morning from January 2020, proposed by Emma Oppong-Addai and seconded by Ruth Mackay.**

11. Deanery Synod

11.1. Tony Leach provided a report on the Deanery Synod held on 30 October, including details of the talk: A New Judaism, which had been circulated with the papers.

12. A.O.B.

- 12.1. SIAMS report – Rex Bourne noted the outcome of the recent report of the quality of the RE teaching and other aspects of worship at St Andrew's school. The PCC noted is congratulations to the school and staff;
- 12.2. Links between St Andrew's church and school – Rex Bourne reiterated the potential for the school to support the ALMA link;
- 12.3. The prayer garden at school – the school will be starting a fund-raising initiative to refurbish the prayer garden. The PCC noted its support for this.

13. The meeting closed with the Grace

Dates of future meetings.

16<sup>th</sup> January 2020

11<sup>th</sup> March 2020.