

St Andrew's Church
PAROCHIAL CHURCH COUNCIL

Minutes of the meeting held on 16th January 2020 in the Church Chancel.

Present: Rev. Dr. Steve Griffiths, Patience Wilson, Paul Edwards, Catherine Holton, Frances Cansfield, Andrea Edwards, Dinos Kousoulou, Rex Bourne, Rob Barwood-Symmons, Adele Barwood-Symmons, Emma Oppong-Addai, Ruth Mackay, John Tanner, Richard Berndes,

1. Opening Prayer

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

2. Apologies for absence received from: Claire Reilly, Claudia De Rienzo, Illy Duce, Damian Browne, Paul David, Tony Leach and Laura Bruce.

3. Minutes of the Meeting held on 14th November 2019

3.1. The minutes of the meeting of 14th November were approved subject to "plastering" being added to the end of 9.1

4. Matters Arising and Actions and Decisions.

4.1. An update on the first Welcoming Group. It was noted that some follow up actions were being implemented after the sessions and a further set of sessions is planned in the Spring.

4.2. Safeguarding Audit. It was agreed that the website needed to be updated to reflect that Damian is the Safeguarding Officer.

Action: Steve.

4.3 St James Niassa Link. A meeting has been organised of the working group for the 21st January. St Andrew's school has shown a positive interest in becoming involved.

4.4 Sub Station rent. We noted that the rent for 2019 had still not been received from the Dioceses. Rev Steve Griffiths will be following this up.

Action: Steve.

4.5. Structure for Sunday Morning Services. The new pattern of services is commencing on 19th January. The Music Group will be involved in the 11.00am service and Rev Steve Griffiths will be discussing this with the Group. The PCC were asked to continue to pray for the new arrangements and encourage others to see this as a positive development that would be kept under review. It was agreed that a Suggestion Box on how to improve the new arrangements should be introduced after a few weeks to gather suggestions from the congregation.

Action: Steve

5. Towards 2030 Mission Action Plan update. The paper circulated by the Rev Steve Griffiths was considered and noted by the PCC. The immediate priorities were noted as:

- Developing the Welcoming initiative.
- Worship.

- Restoration Project.
6. Staffing update. Rev Steve Griffiths informed the PCC of the following changes to the Staffing situation.
James Smith will be leaving his position due to health issues and it is likely that a contractor will be looking after the Garden of Remembrance in future.
The funding for Nana Otchere's post ends in March 2021 so it is likely that Nana will be leaving her post before this date.
Rob Barwood-Symmons will be completing his PhD at the end of the academic year and is likely to leave his post. The PCC noted these substantial changes which will be taking place over the next 12 to 18 months.
 7. Finances. 2020 budget.
The proposed budget for 2020 reflects current activity and circumstances. The budget will need to be revised as things develop over the next few months. The salary budget has been increased to reflect possible pay increases and the need to hire a contractor to look after the Garden of Remembrance. The PCC fee budget reflects the uncertainty regarding these fees. Finally the reduction in the maintenance budget takes account of the substantial expenditure during 2019.
The PCC noted that the budget had very little flexibility built in and predicted a slight overspend.
The 2020 Budget was proposed for adoption by Emma Oppong-Addai and seconded by John Tanner.
The PCC voted unanimously to adopt the proposed budget for 2020.
 - 7.1 2019 Financial position. The PCC noted the provisional end of year position which showed a potential deficit of just over £3000 which was better than budgeted for. The significant variations to the budget were greater contributions than anticipated in the 4th Quarter and Gift Aid was lower than expected. The demographics of the Church congregation reflected the national trend which leads to a reduction in contributions. The need to introduce a Card Reader and Text Giving was again raised and it was agreed that this should be taken back to the Finance Advisory Group.
The PCC thanked the Finance Advisory Group for their work.
 8. Fabric update. The main on-going issue is the leak to the Parish Centre roof. A further attempt to deal with the issue will be made in the next few days. Also, the condition of the drains are giving continued concern
 9. AOB.
9.1 APCM date. The PCC agreed that the date for the 2020 APCM would be 2nd May 2020.

The meeting conclude with the Grace

Dates of future meetings.

11th March 2020.