

St Andrew's Church

PAROCHIAL CHURCH COUNCIL

Minutes of the meeting held on 2nd February 2021 via Zoom

Present: Rev. Dr. Steve Griffiths, Patience Wilson, Paul Edwards, Claire Reilly, Andrea Edwards, Dinos Kousoulou, Illy Duce, Rex Bourne, Rob Barwood-Symmons, Adele Barwood-Symmons, Emma Oppong-Addai, Ruth Mackay, John Tanner, Richard Berndes, Paul David, Tony Leach and Laura Bruce

1. Opening Prayer

1.1. The Rev. Dr. Steve Griffiths opened the meeting with prayers for the Cansfield family following the passing of Frances's mother.

2. Apologies for absence received from: Catherine Holton, Frances Cansfield and Claudia De Rienzo

3. Minutes of the meeting held on 13th October 2020

The minutes of the meeting of 13th October were approved and will be signed at an appropriate time.

4. Matters Arising and Actions and Decisions.

6.2 Draft Budget. Obtaining costs for the commercial cleaning of the Church was still outstanding and would be reported to the next meeting although provisional costs have been included in this year's budget.

Action: Catherine and Laura.

8. St Andrew's Online. Steve reported that the equipment has been purchased and at a lesser cost than had been estimated.

5. Declaration of Interests.

John Tanner declared an interest associated with the Lottery due to his work commitments.

Dinos advised the meeting that unless anyone had any objections, the two declarations made by PCC members last year concerning HMRC Fit and Proper Persons and PCC Member Trustee Eligibility would be rolled forward to cover this term which will end at the next APC Meeting.

As there were no objections, the 2 declarations will last until the next APC Meeting.

6. Appointment of Officers.

Dinos informed the meeting that it was necessary to make appointments to the following posts: Safeguarding Officer, Additional Needs Advocate and Secretary.

Damian Brown had indicated that he would be prepared to continue as Safeguarding Officer. Clair Reilly confirmed that she was happy to continue as the Special Needs Advocate and Dinos Kousoulou confirmed he was prepared to continue as Secretary.

It was proposed by Rex Bourne and seconded by Paul Edwards that all 3 be appointed to the respective posts.

This was carried unanimously by the meeting.

7. Vicar's Report

Steve presented his report and highlighted the following areas.

The Christmas services. These had been very well received and the meeting noted the success of the Nativity play and the Christingle Service and thanks were extended to Steve, Illy and Rob for organising the various services over the Christmas period.

Digital Media Group. This has been set up to move towards sharing the load of preparing the various online services. Steve was asked if he was still finding the level of online services manageable. Steve confirmed that now that he was becoming more familiar with the technology, things were becoming easier. Illy noted that TFG was particularly enjoyed by the Children at St Andrew's school and the wider community.

Enfield Citizens. Progress on establishing this group was slower than hoped as local groups had expressed an interest in joining but have yet to commit. Steve was proposing to establish a group within the Church to move things forward. It was hoped that once established, the wider group could influence local decision making.

Kedleston. The transformation of the Parish Centre is progressing very well and the new Silverways School is planned to open after Easter. It is hoped that the PCC might be given an opportunity to visit the site once work has been completed.

Diocesan Recognition. A number of initiatives developed by St Andrew's had been picked up by the Diocese and have been recommended as models of good practice.

Pastoral Care. The increase work as a result of the Pandemic and various lockdown restrictions was noted by the PCC. Steve was asked if there was anything that individuals or Church Groups could do to lighten his load. Steve suggested that if everyone could make whatever contribution they could, then that would be appreciated.

8. Financial Reports.

8.1 Draft End of Year Accounts. Laura informed the meeting that she was working with the Accountants to finalise the end of year accounts and for the Independent Examination to be completed. It is hoped that these will be ready by the end of March.

8.2 Management accounts 2021. Laura explained the revised format of the Accounts and hoped that the PCC would find the new layout easier to follow. The issue of Council Tax being paid was raised. Steve confirmed that the Council had been made aware that Kedleston was now responsible for this and would be asking for payments to be refunded.

8.3 Budget for 2021. The meeting noted that the budget was predicting a surplus of £30,000.

It was proposed By Dinos Kousoulou and seconded by Rex Bourne that the 2021 Budget be approved by the PCC. This was carried unanimously.

8.3 Common Fund additional contribution. Laura confirmed that an additional £2000.00 had been included in the Budget bringing the total for the year to £62,000. The meeting expressed gratitude that we were in a position to make this additional contribution at this time when other churches were struggling financially.

It was recommended by Paul Edwards and seconded by Richard Berndes that an additional £2000.00 be paid to the Common Fund. This was carried unanimously by the meeting.

Contributions to outside bodies. A sum of £2000 has been set aside for Enfield Citizens initiative and £500 as a contribution to ALMA which will be paid later in the year.

8.4 Contribution towards the Restoration Project. Steve presented his report that proposed £15,000 of the 2020 surplus be transferred to the Restoration project as well as the £8620.00 2021 budget for repairs. In addition, a further £25,000 from accumulative surpluses in 2021 should also be transferred when these became available. These transfers were essential to ensure that all the preparatory work be completed ahead of a Lottery bid being made. Steve explained that by transferring the repairs budget to the Restoration Fund this would enable it to be counted towards any future contribution towards the overall costs of the Project. Expenditure on repairs would be taken from the Restoration Project fund.

Laura was thanked for all the work in preparing the 2020 accounts and 2021 budget.

It was proposed by Paul Edwards and seconded by Rex Bourne that £15,000 from the 2020 surplus and the repairs budget of £8620 be transferred to the Restoration Fund. In addition, when resources allow, a further £25,000 be transferred in 2021. This was carried unanimously by the meeting

9. Restoration Project.

Dinos presented his short report updating the PCC on the progress made since the October meeting. It was noted that ARTarchects Ltd, who are the quinquennial Architects, had been appointed to help get to RIBA stage 1. In addition, specialist firms have been engaged to carry out a number of specialist surveys. The total committed to date is £32,900. Other specialists would still need to be engaged to complete the preparatory work.

10. Update on lease arrangement for the Parish Centre flat and car park. Steve confirmed an agreement had been reached with the Kedleston Group to lease the Flat for £12,000 pa and the Car Park for £12,000 pa. These sums would be increased in line with the terms of the Lease for the Parish Centre. One issue that has arisen is that the Car Park Barrier is being replaced and a new fob system will be introduced. This will require someone letting cars in and out on a Sunday as the new barrier cannot be left open. Rex agreed to explore the possibility of using the marketplace as an alternative. It was also noted that other free parking is available in the area. The position will be kept under review.

Action: Rex and Steve

10. APCM. It was suggested that the next APCM should be held on Sunday 11th April at 12.30 using Zoom, as this had proven effective last year. It was noted that 3 current members of the PCC needed to stand down as they had served 2 terms of 3 years and one other person needed to stand for re-election. Dinos will contact those affected individually. Steve thanked the 3 who will be retiring for their contribution. It was agreed to hold the next APCM on 11th April at 12.30.