

## ST. ANDREW'S CHURCH, READING STREET

### Minutes of the Parochial Church Council meeting held on Wednesday, 13<sup>th</sup> September 2023

Item		Action
1	<p><b>OPENING PRAYER</b>                      Revd Musindi opened the meeting with prayer.  <u>Present:</u> R. Collins, S. Flory, M. Gerrard, S. Gough, J. Graham, M. Hawthorne, J. Hills, L. Kerton, F. Pearse, G. Silsbury, B. Wilson</p>	
2	<p><b>APOLOGIES:</b> S. Kerton, J. Lambert</p>	
3	<p><b>MINUTES:</b> The Minutes of the PCC meeting held on 12<sup>th</sup> July 2023 were approved, proposed by R. Collins and seconded by M. Hawthorne.</p>	
4	<p><b>MATTERS ARISING:</b> None, not covered by the Agenda items.</p>	
5	<p><b>SUB-COMMITTEE REPORTS</b></p> <p><b>Mission:</b>  <u>Messy Church Budget:</u> A planning meeting is being held next week and Philip will notify Richard.  <u>Upper Room Prayer Meeting:</u> First meeting will be this coming Sunday from 9.30-9.40 and choir members will be notified. Notice will also be given in the newsletter.  <u>Sponsored Run:</u> P. Gough visited 100 places of worship, raising around £1,400 and thanks were expressed to him.  <u>Awayday Follow-up:</u> In order to give enough time to consider the conclusions of the Awayday, the next PCC on 8<sup>th</sup> November will be entirely given over to this.  <u>Mission Action:</u> The Strawberry Tea had been very successful, raising £250. Thanks expressed to Jean Hefford for hosting. The Mission Action account now boasted £2,700 which is a great result in a relatively short time. A £1,000 donation will be given to the Humphries family for their mission in Guatemala, following their visit on "Mission Action Sunday", 10<sup>th</sup> September.  <u>The Christmas Fair</u> is scheduled for 2<sup>nd</sup> December and thanks were expressed to P. Long and J. Hefford for organising this.                      Advertisements to go on the Website and Facebook. A new banner will be needed.</p> <p><b>Worship:</b>  <u>Harvest Festival, 24<sup>th</sup> September:</u> Agreed that perishable food items will be sold after the Songs of Praise in the evening and tinned items and some vegetables (not soft fruits) will go to the Foodbank. Holy Trinity and St. Peter's churches will be invited. Someone to do the selling is required, also to serve teas, coffees and "nibbles".  <u>Bible Sunday, 29<sup>th</sup> October:</u> It was hoped to invite someone from the Bible Society to preach at 10.00 a.m. The All Souls service will be held at 6.30 p.m.  <u>Remembrance Sunday, 12<sup>th</sup> November:</u> The Quintet who played last year are now professionals and although available, would require a fee of £200. This was thought to be not unreasonable, but difficult to</p>	<p>PM</p> <p>RC</p> <p>PM/RC</p> <p>GS</p>

	<p>afford. Before returning to the traditional service, Sean would be asked if he has an alternative suggestion.</p> <p><u>Advent Sunday, 3<sup>rd</sup> December at 10.00a.m. and St. Andrew's Day at 6.30p.m:</u> It had been hoped that Bishop Rose would be able to attend for a Confirmation Service that evening and switch on the Christmas Tree lights but she is unavailable. Philip will now see if there is a date in January when she is available to attend a 10.00 a.m. Confirmation Service. Philip would like to give Bibles to the candidates and will contact The Gideons – alternative suggestions were to ask for sponsors to donate Bibles or approach the Bible Society. There are currently 15 candidates for confirmation. A preacher for St. Andrew's Day would now be sought, who would also turn on the Christmas tree lights.</p> <p><u>Second Altar:</u> had been used from September. The schedule for the six Chalice Administrators runs until the end of the year and ideally more are needed to cover the Main and Side Altar to avoid asking people to double-up. Agreed to keep to the schedule and ask those who are available in church on the day to help out.</p> <p><u>Sidespeople:</u> There are several new newcomers and sidespeople who need to have some training. A group meeting will be arranged. Agreed that members of the junior church could also greet people at the door.</p> <p><b>Fabric Committee:</b> A letter of thanks has been sent to Holy Trinity, Wallington, for a donation of seventy chairs, facilitated by J. Hills. Thanks expressed to him, G. Silsbury and C. Naumann for collecting and transporting. PCC approval was given for 30-40 old blue chairs to be scrapped now.</p> <p><u>Noticeboard by the Flagstaff:</u> This needs to be replaced and the Shed Group had offered to make a new one.</p> <p>The Noticeboard at the main entrance to the church is also deteriorating but may be able to be renovated. This will be tried first, before replacement is considered.</p> <p><u>Water softener:</u> PCC agreement given to remove the water softener in the kitchen. It is overdue for replacement and no longer available to purchase. The Lindcat water boiler has an inbuilt softener and the dishwasher when purchased will also have its own water softener.</p> <p><u>Heating:</u> The heating in the Hall to be commissioned and the church later.</p> <p><u>Hot Water Supply:</u> PCC approval was given to using only cold water in the wash basins in the toilets, this being an economical and environmental consideration. A miser valve will be fitted in the Gents.</p> <p><u>Kitchen:</u> A meeting of kitchen users and advisers had been held to decide on what we need the kitchen to be capable of and to decide on what equipment is needed. The timescale will also impact on use of the Community Hall and the coming months will be used for preparation. It was hoped that a lot of the work could be done by voluntary effort.</p> <p>Eco-church: will be responsibility of the Fabric Committee.</p>	<p>PM</p> <p>PM</p> <p>PM</p> <p>GS</p> <p>GS</p>
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	<p><u>TDC hire on 26<sup>th</sup> October</u>: Agreed that if Fairport is using the upper room, the windows could be blanked out if necessary.</p> <p><u>Maintenance</u>: The Committee has instituted a system of reporting of faults and repairs needed in the church and community hall which is maintained by the office team. This will be reviewed at every fabric committee meeting, and appropriate action taken.</p>	
6	<p><b>FINANCE</b></p> <p>A verbal report was given by J. Hills.</p> <p><u>Parish Share</u>: The rise to over £70,000 represents an increase of over 14% from the previous year. Following some correspondence on the matter with the Diocesan secretary, a meeting with him and the Finance director had been held on the previous Friday. They were shown the Community Hall and the Church. They were very impressed by the Choir Practice which was in progress, particularly the number of young people in the choir. This enabled the point to be made that, were we to be diligent in paying this increase, it would impact on our Mission. This resulted in a draft proposal for fine-tuning the parish share. St. Andrew's is prepared to pay some increase, but not the large amount so far proposed. It is possible that the Diocese will agree to take £6,000 off this year and that they might support us for phase 3, with a ten-year loan, some of it in the form of a grant. Currently the church owes the Diocese £35,000 and the cost of phase 3 is estimated at £30,000.</p> <p>The parish share was discussed at the recent Deanery Roadshow. The money is used for priests' stipends and the shared costs of running the Diocese. People need to understand how our figure of £72,000 is broken down in an easily demonstrated way, rather than using pie charts.</p> <p><u>Gift Day: 23<sup>rd</sup> September</u>. Philip will send out a letter explaining why the money is needed.</p> <p><u>Treasurer's Report</u>:</p> <p>Current account is £3,549  Deposit account is £30,125 (including interest)  Hall is £ 3,589  Cash in hand: £ 477  Parish Share paid £47,000  Gift Aid: £8,847 returned. Awaiting £1,152 from the Diocese.</p> <p>Energy Refund of £1,898 has been received so far from the error in the contract finishing twelve months short on the church gas account. The fixed price contract will finish on 26<sup>th</sup> November and a new two-year contract applied. This is likely to represent an increase. The Hall hire rates have been static for two years and will need to be reviewed. L. Kerton has taken on the role of Promoter for the Community Hall, starting in January.</p> <p>A reminder was given for budgets to be submitted to the Treasurer.</p>	LK
7	<p><b>SAFEGUARDING</b>: S. Flory is working on DBS submissions for two Toddlers helpers. She will also draft a policy to cover safeguarding for lone working, e.g. the volunteer office staff.</p>	SF

8	<b>SUCCESSION PLANNING:</b> Agreed to keep this topic on PCC agendas. It will also be reviewed in detail at the November PCC meeting, as part of the review of the Awayday.	
9	<b>COMMUNITY HALL:</b> Hirers are coming back after the summer break and new business can now be generated. This is hoped to eventually include offering post-baptism receptions at a favourable price.	LK
10	There being no other business, the meeting closed with the Grace at 8.55 p.m. Next meeting will be on 8 <sup>th</sup> November 2023.	