

ST. ANDREW'S CHURCH, READING STREET

**Minutes of the Parochial Church Council held on Thursday, 9th November at 7.30 p.m.
at St. Andrew's Church**

Item		Action
1	<p>OPENING PRAYER Revd Musindi opened the meeting with prayer. Present: R. Collins, S. Flory, M. Gerrard, J. Graham, M. Hawthorne, J. Lambert, G. Silsbury, B. Wilson</p>	
2	<p>APOLOGIES: S. Gough, J. Hills, L. Kerton, S. Kerton, F. Pearse</p>	
3	<p>MINUTES: The Minutes of the PCC meeting held on 13th September 2023 were approved, proposed by M. Hawthorne and seconded by G. Silsbury.</p>	
4	<p>MATTERS ARISING: <u>Sunday Prayers:</u> This had been moved from Thursday morning to 9.30-9.45 on Sundays prior to the 10.00 a.m. Service in an attempt to get more people but has thus far attracted only a very small attendance. It was acknowledged that most people arrived too late to attend or thought that attending the Service was enough for them. It was agreed to allow more time to get this going, with the following actions:</p> <ul style="list-style-type: none"> • A reminder to be given verbally, say at 9.25 with an explanation of what to expect. • Changing the wording on the Newsletter • Sidespeople to remind people if they come in during the time slot. • Put on website <p><u>Remembrance Sunday:</u> The Quintet, although professional, had agreed to attend without charge.</p> <p><u>St. Andrew's Day, 3rd December:</u> The Minister from the United Reform Church in Broadstairs will be guest speaker and will turn on the Christmas tree lights during the evening Service. The meeting agreed to a suggestion to put the names of departed loved ones on the tree, rather than on a sheet next to it. Thanks to D. Springett for the suggestion and the making of cards.</p> <p><u>Bibles for the confirmation candidates:</u> Philip will approach Julian Hills (member of the Bible Reading Fellowship).</p> <p><u>Chairs:</u> The old blue chairs had been given away, rather than scrapped.</p>	PM
5	<p>FINANCE: <u>Diocesan Review:</u> R. Collins outlined the results of the meeting of the Finance and Assets Committee of the Archbishop's Council on 19th September.</p> <p>The Treasurer further reported the following: Current account: £9,611.69 Deposit account: £30,153.08 Hall account: £ 5,521.42 Cash in hand: £ 318.60</p>	

	<p><u>Parish Share:</u></p> <p><u>Revised total for 2023</u> £69,767 (after £6,000 grant applied)</p> <p>Paid to end of October 2023 £59,000</p> <p>Balance to pay over Nov/Dec. £10,767</p> <p><u>Total for 2024</u> £78,016</p> <p>Less grant for 2024 £ 3,000</p> <p>Revised total for 2024 £75,016</p> <p><u>Gift Aid:</u></p> <p>Paid up to September 2023; October to submit. Awaiting £176 payment for Peter Gough’s sponsored run.</p> <p><u>Energy Prices:</u> New contract rates for gas and electricity due any time. Regular hall hirers notified of imminent review and increase of hall hire rate from 1st January 2024.</p> <p><u>Budgets:</u> J. Hills had written to the sub-committee chairmen asking for 2024 budgets and these will be chased up.</p>	<p>RC</p> <p>JG/MH/GS</p>
<p>6</p>	<p>FABRIC</p> <p>G. Silsbury distributed a proposed budget submission for 2024 to the PCC. The full list is distributed with these Minutes. PCC members are asked to review the items and forward their endorsement to J. Graham. The following were reviewed at this meeting:</p> <p><u>Insurance Inspection Requirement:</u> A fixed electrical inspection and testing of church and hall is required by the insurers. A quote has been received from the contractor who carried out the last inspection and the Fabric Committee recommend this be done in 2024. The quote is £1000,00 and split 50/50 between church and hall maintenance budgets every fifth year. Quote agreed by the PCC and to proceed with the work on an urgent basis, based on advice from the EIC.</p> <p><u>Kitchen Re-furbishment:</u> to have a new kitchen installed professionally would cost in the realm of £40,000. A second option would be to buy good quality second-hand equipment and project manage the work ourselves. This could be done to an estimate of £33,000. This second option was agreed by the PCC at this meeting. However the floor covering in the kitchen and rear storage room and the wall covering would have to be done professionally.</p> <p><u>Oven:</u> It was agreed that the broken oven be replaced now as the repair to the faulty thermostat is more than the value of the oven. The user group wished for a larger unit and this can be installed ahead of the refurbishment, with the cost being factored into the overall cost of the kitchen refurbishment. This was agreed by the PCC.</p> <p><u>Heating:</u> The heating in church and the community hall needs to be replaced – 7 units in all at a probable cost of £20,000. The Fabric Committee recommended the replacement of the units over three to four years and aims to replace two units with the modern replacements in the church in 2024.</p>	

	The above were presented to the meeting by G. Silsbury, as these items needed PCC approval now. All PCC members are asked to read through the list and send their comments/endorsements to J. Graham. M. Gerrard was thanked for providing spare parts for the blinds in the upper room.	All
7	SAFEGUARDING: Further DBS checks have been carried out where needed; some are coming up for renewal. A policy for lone working (<i>i.e.</i> voluntary office staff) needs to be done.	SF
8	GROW VOLUNTEERS (SUCCESSION PLANNING) The PCC Awayday identified several areas where more volunteers are needed, especially another Churchwarden, a Reader, a PCC secretary and PCC members. A number of people were considered who could be invited to take part in one-off events, initially. The upcoming Christmas Fair was one such and inviting them to attend on St. Andrew's Day when the Christmas Tree lights will be switched on in the evening, on 3 rd December. Philip will approach them, as well as giving an address at the end of a 10 o'clock Service when the Junior Church and parents are present. It is also important that PCC members act by example in attending church initiatives and events.	PM
9	ANY OTHER BUSINESS: <u>Parish Directory:</u> This has been updated and will be copied and available shortly. There being no other business, the meeting closed with prayer by M. Hawthorne at 20.51. Next meeting will be on 17 th January 2024.	JG