

# Minutes of the Meeting of St. James P.C.C.

## Monday 20<sup>th</sup> January 2014

**Present:** Rev Rob Powell (Chair), Rev Johan Allen, Joan Botterill, Rev David Britton, Carol Burt, Nick Burt, Judy Douglas, John Farebrother, Liz Gibbons, Steve Linton, Lilian Reddie, Stephanie Sulaiman, Myles Taylor, Paula Thomas, Julie White, Glynis Wilkinson, Simon James-Morse.

**Apologies:** Catalina Contreras, Sabeena Coulson, Chris Hart, Antony Herbert, Alan Hollamby, Dave Ingram, Dan Obene, Emma Simmonds

1. **Welcome:** Rob welcomed everyone to the meeting, read verses from Romans 15:14, and the meeting began with prayer.

### 2. Minutes of the Previous Meetings:

The Minutes of the meeting on 9<sup>th</sup> December 2013 were considered, accepted unanimously and signed.

### 3. Matters Arising from the Minutes:

1. **Children's Worker** (item 3.1). Rob reported that the small group would be meeting on 24<sup>th</sup> January to consider further the employment of a new Children's Worker and to review the ongoing children's work. Reference was made to the draft Budget (see item 5.2 below) that omits the employment of a Children's Worker in 2014. This would mean that, if a new Children's Worker was required before 2015, then additional funds would have to be found. The possibility of sharing a Children's Worker between the Team churches was also being considered.
2. **PCC Vision Away Day** (item 3.2). Rob reported that PCC Vision Away Day had been set for Saturday 1<sup>st</sup> March 2014, from 10:00am to 5:00pm at Reigate Baptist Church. Details of the venue and timetable would follow.
3. **Mentoring Matters Course** (item 4). Rob reported that the Team Council had reviewed the course material at their recent meeting, and had agreed in principle to implement the Mentoring Matters Course offered by CPAS as a discipleship tool across all three Team churches. A working group would be set up, with 2 representatives from each church, to address the details of how the course could be introduced in each church.  
Action: PCC members were asked to contact Rob if they wish to be in the working group.
4. **Thank You Event for Volunteers** (item 5). Rob reported that this had been set for Saturday 26<sup>th</sup> April in the Centre from 7:30pm to 9:00pm. Invitations would be sent to anyone who had been involved in St James activities.

### 4. Future of Furzedown Youth Centre

Rob reminded the meeting that time constraints had curtailed discussion following Carol's presentation at the last meeting (see item 7). In preparation for the FYC re-envisioning meeting on 8<sup>th</sup> February, the meeting divided into small groups to consider whether FYC should either (a) continue as a 'community' project, or (b) develop a more intentional and explicit evangelistic purpose.

On resumption, the feedback from *all* groups was that FYC should remain a 'community' project (option a), not least because there is no other youth club in the area. It was accepted that the two options were not exclusive, i.e. that, if the opportunity arose, FYC Leaders should be encouraged to share their Christian faith and values. However, many of the FYC Volunteers were from the community, not from churches.

The meeting noted that the majority of current FYC attendees did not come from church attending families, and highlighted whether it was possible to initiate joint activities between 'church youth' and 'FYC youth'.

At this point, the meeting paused for prayer.

### 5. Finance Report.

1. **2013 Accounts.** Paula presented the *draft* Accounts to 31<sup>st</sup> December 2013, subject to external examination, showing a *deficit* for the year of £10,077. Although a budget surplus of £2,892 had been forecast, the results were encouraging when compared to expectations earlier in the year. Income was lower than budget targets, but more than what was received in 2012. This had been helped by a higher than expected Advent Gift Day collection and one-off gifts.

Expenditure had been roughly in line with budgets, with the exception of Property Costs, which had been impacted by higher utility costs due to adverse weather conditions, and a one-off cost to repair the Hall drains.

Paula also reported that a small working group had met to review the draft results and to seek ways to address the shortfall. A detailed scrutiny of the designated funds available had revealed a 'Reserves' fund where up to £11,201 could be released to the General Funds.

**Proposal: to transfer £11,201 from the Reserves designated fund to General Fund to cover the deficit to 31<sup>st</sup> December 2013.**

Proposed by Paula, Seconded by Nick, agreed unanimously.

2. **2014 Budget.** Paula presented a revised 2014 Budget for discussion, which included the salary changes discussed at the previous meeting (item 6.2) and removed the costs of a Children's Worker. The reduced costs had allowed for the inclusion of a Contingency amount to begin to restore reduced Reserves. The overall result was a balanced budget.

The meeting noted that, if a new Children's Worker was required during 2014, then additional funding would be needed.

Questions were asked and answered regarding various details of the budget proposal.

**Proposal: to accept the 2014 Budget as presented.**

Proposed by Paula, Seconded by Joan, agreed unanimously.

The meeting thanked Paula for her work and for expeditiously producing the financial information.

3. **Finance Letter.** Rob reported that, having now accepted the 2014 Budget, he would be sending a letter on finance to church members and regular attendees. This would include a brochure, 'Investing in the Vision', which would provide budget headlines, and provide an opportunity for people to respond.
4. **Legacy Policy.** Rob highlighted the need to review the Legacy Policy. This would be included for discussion at a future meeting.

## 6. Additional Southwark Pastoral Auxiliary (SPA) for St James.

Rob reported that Carol Patterson was a SPA for Christchurch, Battersea, and was seeking to transfer to St James'. The Leaders had met with Carol, affirmed her suitability and were making the proposal. Carol's transfer had also been commended by the Diocese. Her main SPA activity for St James would be on visiting housebound members.

**Proposal: based on the Leaders recommendation, to approve Carol Patterson as SPA for St James', accepting that further work was required on the specifics of her SPA Agreement.**

Proposed by the Chair, agreed unanimously.

The meeting also agreed to meet with Carol informally after a Sunday morning service.

## 7. Lent Course 2014.

Rob reported that, in partnership with the partner churches, the Lent Course would be launched at the Ash Wednesday service at St James on Wednesday 5<sup>th</sup> March 2014. The course would continue each week from Wednesday 12<sup>th</sup> March 2014 at St Albans.

## 8. Any Other Business

1. **Resignation.** Rob reported that, as the family was relocating to Bristol, Emma Simmonds had resigned from the PCC, with immediate effect.
2. **Notice Board for Hall.** Simon reported that a possible regular hirer of the Upper Hall had indicated that their use was dependent on being able to advertise their organisation on the outside of the building. As a result, a new Notice Board was required costing approximately £550 (inclu VAT).

**Proposal: to defer the decision to the Hall Management Committee.**

Proposed by Nick, Seconded by Joan, agreed unanimously.

3. **Sign-up Sheet.** Dave informed the meeting that the sign-up sheet to provide Sunday lunch for Zsombor up to Easter was now available.

## 9. Future Dates.

- **APCM:** Sunday 27th April 2014 at 10:30am
- **PCC Away Day:** Saturday 1st March 2014. 10:00am-5:00pm  
at Reigate Baptist Church
- **PCC Meetings:**
  - Monday 12th May 2014
  - Monday 9th June 2014 (reserved if needed)
  - Monday 7th July 2014

The meeting closed with the Grace at 10:10pm

Next PCC meeting: Monday 12<sup>th</sup> May 2014 at 8:00pm