

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

Monday 9th December 2013

Present: Rev Rob Powell (Chair), Rev Johan Allen, Joan Botterill, Rev David Britton, Carol Burt, Nick Burt, Sabeena Coulson, Judy Douglas, John Farebrother, Liz Gibbons, Chris Hart, Antony Herbert, Lilian Reddie, Emma Simmonds, Stephanie Sulaiman, Myles Taylor, Paula Thomas, Glynis Wilkinson, Simon James-Morse.

Apologies: Catalina Contreras, Alan Hollamby, Dave Ingram, Steve Linton, Dan Obene, Julie White

1. **Welcome:** Rob welcomed everyone to the meeting, read verses from John 6:1-12, and the meeting began with prayer.

2. **Minutes of the Previous Meetings:**

The Minutes of the meeting on 14th October 2013 were considered, accepted unanimously and signed.

3. **Matters Arising from the Minutes:**

1. **Children's Worker** (item 3.2). Rob reported that the small group had met to consider the employment of a new Children's Worker and to review the ongoing work in 2014. A further meeting was scheduled in January 2014. In response to a question raised, Rob confirmed that Sunday and Midweek children's groups would continue as before, with the exception of *Rise & Shine*. The meeting thanked David and Laura for running *Rise & Shine*, and accepted that, with Laura's departure, there were insufficient resources available to continue this ministry.
2. **PCC Vision Away Day** (item 3.3). Rob reported that PCC Vision Away Day had been set for Saturday 1st March 2014. Details of the venue would follow. Although this was later than initially hoped, the date would allow some preliminary work to be undertaken beforehand.
3. **International Assemblies of God** (item 5.1). Rob reported that Pastor Arthur's Hall Hire Agreement had not been renewed beyond 31st December 2013. It was noted that this would have short-term impact on Lettings income, but it was hoped that a replacement hirer would be found quickly.

4. **Mentoring Matters Course**

Following previous discussions, a video presentation was shown that introduced the Mentoring Matters Course offering by CPAS. The course was seen as a tool for further discipleship and complemented the Growing Leaders Course, also offered by CPAS. The course material would be considered further by the Team Council at their next meeting, with a view of starting the Mentoring Course after Easter 2014. After a brief discussion, the meeting looked forward to receiving further details following the Team Council meeting.

5. **Thank You Event for Volunteers**

A suggestion had been received to hold an event in the New Year to acknowledge and thank all church volunteers. Further details would follow.

6. **Finance Report.**

1. **Management Accounts.** Paula presented the Management Accounts to 30th November 2013, showing a *deficit* for the period of £14,354. Although a budget deficit of £2,162 had been forecast, the results showed an adverse variance of £12,192.

The meeting was encouraged to hear that the Advent Gift Day, with Gift Aid, had raised +/- £9,000 which was more than £7,000 forecast. However, property income and *regular* donations had been lower than expected, the latter being helped by one-off gifts.

The meeting discussed ways of addressing the shortfall, observing that *new* people to the church were not being channelled into regular donors. For this financial year, existing Reserves would have to be used. The meeting noted that seriousness of the financial position.

2. **Staff Salaries.** Simon and Glynis left the meeting for this item.

Nick reminded the meeting that they had agreed to review the Church Manager's salary for 2014. In response, leadership had tried to benchmark salaries for this type of job, but this had proved largely fruitless, since it appeared that such jobs differed widely in what was involved and hence also in what was paid. In the light of this, Nick recommended that the salary of the Church Manager should be increased from 1 January 2014 in line with current inflation, or approximately 3.25%. After discussion,

this was **proposed by Joan Botterill, seconded by Nick Burt and agreed unanimously.**

Nick also reminded the meeting that the Church Office Administrator's hourly rate had been increased last year to align it with other hourly rates, and recommended that these rates should remain unchanged for 2014. This was **agreed unanimously.**

3. **2014 Budget.** Paula presented the *draft* 2014 Budget for discussion, and explained the various assumptions that had been made. Following detailed discussion, the meeting emphasised the need to present a *balanced* Budget for 2014. In response to the comments raised, Paula, Rob and the Wardens **agreed** to recalculate the figures and present the final 2014 Budget at the next PCC meeting.
4. **Gift to Maria Ball.** Joan reported that Maria Ball, who had grown up in St James', was now in Uganda with CMS on a 6-month agricultural project. The meeting was asked whether a one-off gift could be sent to her to support her work. After discussion, it was **agreed** that Joan would obtain more specific information regarding what Maria was doing and her financial situation.

At this point, the meeting paused for prayer.

7. Furzedown Youth Centre – Future Vision and Strategy.

Carol reported that the FYC Directors had asked each church to discuss the future strategy and vision for FYC. To facilitate this discussion, Carol gave a short presentation of the development of FYC over the last 10 years and outlined the funding formula. The FYC Directors meeting on 8th February 2014 would focus on the re-vision of FYC, and would include clergy and PCC members from stakeholder churches.

Due to time constraints, discussion on this item was postponed to the next PCC meeting.

8. Any Other Business

1. **Newsheet: *This Time Tomorrow*.** David reported that the *This Time Tomorrow* feature had been added to the weekly Newsheet. This would include stories from church members of their activities during week and include items for prayer. Contributions were sought from PCC members.

9. Date of Next Meeting.

- **Monday 20th January 2014**

The meeting closed with the Grace at 10:00pm

Next PCC meeting: Monday 20th January 2014 at 8:00pm