

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

Monday 11th March 2013

Present: Joan Botterill (Chair), Rev Johan Allen, Rev David Britton, Carol Burt, Nick Burt, Catalina Contreras, Judy Douglas, Liz Gibbons, Chris Hart, Anthony Herbert, Laura Knight, Steve Linton, Pauline Pepperell, Richard Reddie, Paula Thomas, Julie White, Glynis Wilkinson.

Apologies: Sabeena Coulson, John Farebrother, Alan Hollamby, Dave Ingram, Emma Simmonds, Stephanie Sulaiman

In Attendance: Rev Dr Sue Clarke (for item 4 only)

1. **Welcome:** Joan welcomed everyone to the meeting, read verses from Numbers 6:24-26, and opened with prayer.

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

The Minutes of the meeting on 21st January 2013 were considered and accepted unanimously.

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

There were no matters arising from the Minutes.

4. **Wandsworth Foodbank.**

Sue Clarke reported that a Wandsworth, borough-wide foodbank had been set up by St Mark's, Battersea Rise, with Shaftesbury Clapham Junction, The Vineyard and St Paul's Furzedown being regional distribution points, more may be added. An initial 4 tons of supplies were required to start the foodbank; St Paul's currently hold $\frac{1}{10}$ th of a ton and more was needed. St Mark's had received a £10,000 grant to set-up the foodbank, specifically for warehouse infrastructure, e.g. shelving, storage, etc. St Mark's had decided to fund a full-time Director of the foodbank for one year. St Paul's were planning to open their foodbank distribution point from mid-May 2013, on Thursdays, from 10:00am-12:00noon. The other distribution centres would be open on different weekdays.

Volunteers were needed at St Paul's regularly on Thursdays and also on 6th & 7th April to help with the Foodbank collections at Sainsbury's Balham, Tooting & Putney.

Prayer was requested for the whole venture.

The meeting thanked Sue for initiating this activity and requested regular updates.

5. **Interregnum.**

1. **Appointment of Team Rector.** Nick reported that, following the advertisements, six applications for the position of Team Rector had been received; the appointment panel had selected three for interview. The three candidates would visit the parish on Saturday **16th March**, which would include a lunch at 1:00pm for PCC members and others, with interviews on Tuesday **19th March**.

Much prayer was requested: especially for the selection panel, for the candidates' families, and the candidates themselves.

2. **Vicarage.** Nick reported the remedial work in the vicarage was almost complete; new keys had been provided to allow the candidates to view the property on 16th March. There was much thanksgiving that the work had been completed in time.

6. **Finance Report.**

1. **Accounts to 31st December 2012.** Paula presented the draft Accounts for the year to 31st December 2012, indicating that this was the same as the Management Accounts presented at the last meeting (see Minute 5.3). The auditors had completed their review of the Accounts, with no changes required. Paula highlighted Note 18, 'Fixed Assets – Curates House 171 Mitcham Lane', in the Accounts, reporting that the auditors had recommended a revaluation of the property be undertaken for inclusion in the Accounts to 31st December 2014.

Proposal: to present the Accounts, as drafted, at the Annual Parochial Church Meeting on 21st April.
Proposed by Paula, Seconded by Nick, agreed unanimously.

2. **Budget 2013.** Further to the discussion at the previous meeting (see Minute 5.4.1), Paula presented three alternative budgets reflecting different Mission Support policies.

Option 1 reflected the current Mission Support policy, i.e. 10% of Regular Giving (plus Gift Aid) was tithed and given to mission partners. This would amount to £13,000pa, and result in a budget surplus for the year of £2,893.

Option 2 showed a Mission Support policy where 10% of Unrestricted Donations (including one-off gifts) would be tithed and given to mission partners. This would amount to £14,000pa, and result in a budget surplus for the year of £1,893.

Option 3 showed a Mission Support policy where 10% of all Unrestricted Income (including donations and property income) would be tithed and given to mission partners. This would amount to £18,910pa, and result in a budget *deficit* for the year of £3,018.

The meeting discussed the different options at length, particularly noting that the free hall rental granted to FYC and Brownies was a significant mission commitment.

Proposal: to adopted a Mission Support policy where 10% of Unrestricted Donations (Option 2) is tithed and given to mission partners. (Note: this finalises the 2013 Budget figures.)

Proposed by Paula, Seconded by Johan, agreed unanimously.

There were no other proposals.

- 3. Management Accounts.** Paula presented the management accounts to 31st January 2013. This showed a *deficit* for the period of £1,615, mainly through lower donations and property income. Paula observed that people who had responded to the finance letter in November 2012 had now followed through with increased giving. Paula also reported that there had been a one-off gift since this period of £3,000.

At this point, the meeting paused for prayer.

7. Corporate Prayer.

This item was carried forward from the previous meeting (see Minute 6). The meeting were in agreement that, yes, the church should meet together to pray (in addition to Sunday mornings). However, the following challenges were highlighted:

- Day and Time. It was noted that it was difficult to determine a suitable day/time that would be suitable for everyone to meet for regular corporate prayer.
- How to make corporate prayer interesting and stimulating.
- How to include people that do not attend home groups.

The meeting discussed various options and suggestions at length, the general consensus being:

- Corporate prayer was important.
- Items for prayer needed to be coordinated centrally.
- The need was for a *variety* of times, places and formats for corporate prayer.

8. Safeguarding Audit.

In response to the discussion at the last meeting (see Minute 7), Judy reported than a Safeguarding Audit had been carried out, and presented an Action Plan to comply with Diocesan requirements.

Proposals:

- 1. To accept the Safeguarding Audit Action Plan.**
Proposed by Judy, Seconded by Nick, agreed unanimously.
- 2. To formally adopt the revised "Safe Church" Safeguarding Policy.**
Proposed by Judy, Seconded by Johan, agreed unanimously.
- 3. To appoint the following Parish Safeguarding Officers (PSO):**
 - **Judy Douglas: (to continue as leading PSO), with a primary focus on Children.**
 - **Stephanie Sulaiman: (deputy PSO), with a primary focus on Vulnerable Adults.**Proposed by Judy, Seconded by Liz, agreed unanimously.

9. Messy Church.

Dave Britton noted that the Messy Church events on first Sunday mornings had grown out of the success of the Welcome Sunday last year. He welcomed feedback from PCC members on what has happened so far. It was noted that:

- A Planning group had been established to assist Dave and Laura;

- Up to this summer, Jesus' "I am" statements would be focussed upon;
- The number of people who were needed to run activities was questioned;
- Issues of clearing up afterwards need to be addressed;
- More newcomers were coming into church and this format helped to welcome those who were not used to attending church;
- There were some specific issues with the baptism party guests that should be remembered.

10. Future Events.

The meeting noted the list of future events, see below.

11. Any Other Business

There was no further business.

12. Date of Next Meetings.

- **APCM: Sunday 21st April 2013**
- **Monday 13th May 2013**
- **Monday 8th July 2013**

Next PCC meeting: Monday 13th May 2013 at 8:00pm

Future Events

- **Tuesday 12th March –**
 - 7:30pm – Deanery Synod at St James
- **Saturday 16th March –**
 - Parish Visit
- **Tuesday 19th March –**
 - Team Rector Interviews
- **Palm Sunday 24th March –**
 - 10:30am – Palm Sunday at St James
- **Monday 25th March –**
 - 6:30pm – Children's Easter Presentation at St James
- **Wednesday 27th March –**
 - 7:00pm – 'The Cross of Christ' performance at St Paul's
- **Maundy Thursday 28th March –**
 - 7:00pm – Passover Meal at St Alban's
 - 8:00pm – Holy Communion at St James
 - 8:00pm – Holy Communion with Foot Washing at St Paul's
- **Good Friday 29th March –**
 - 10:30am: All-Age Worship at Mitcham Lane Baptist
 - 12:00pm: Stations of the Cross at St Paul's
 - 2:00pm: Good Friday Meditation at St James'
- **Easter Sunday 31st March –**
 - 10:30am – All-Age Holy Communion at St James, Bishop Richard
- **Sunday 21st April –**
 - 10:30am – APCM in Church
- **Monday 13th May –**
 - PCC Meeting in Centre
- **Sunday 19th May –**
 - Pentecost Sunday
- **Monday 8th July –**
 - PCC Meeting in Centre