

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

## Monday 25<sup>th</sup> June 2012

**Present:** Joan Botterill (Chair), Rev Johan Allen, Rev Dave Britton, Carol Burt, Nick Burt, Catalina Contreras, Sabeena Coulson, Judy Douglas, John Farebrother, Liz Gibbons, Anthony Herbert, Alan Hollamby, Dave Ingram, Laura Knight, Steve Linton, Dan Obene, Pauline Pepperell, Richard Reddie, Paula Thomas, Glynis Wilkinson, Simon James-Morse.

**Apologies:** Chris Hart, Emma Simmonds, Stephanie Sulaiman.

1. **Welcome:** Joan opened the meeting with a Bible reading, an encouraging excerpt from a letter from clergy in Burundi in response to receiving Bibles provided by the church, and a prayer.

### 2. Minutes of the Previous Meetings:

The Minutes of the meeting on 21<sup>st</sup> May 2012 were considered.

1. Item 4.1. "FYC" – the second sentence should read: 'Prayer was asked for the meeting with Virginia Wall, to establish...'

Subject to the above alteration, the Minutes were accepted unanimously.

### 3. Matters Arising from the Minutes.

1. **Volunteer / Intern.** Dave Britton gave an update on the situation for finding a Volunteer/Intern. Dave asked for the vacancy to be circulated more widely, but asked that he be informed where details were being sent. Further prayer was sought for this situation.

### 4. Hall Management Report.

Judy reported that the Hall Management Committee had met and had considered several issues relating to the ongoing management of the hall. New contracts for regular hall users had been drafted with the intention that they would be signed before 1<sup>st</sup> September 2012.

Nick reported that quotes had been received for the flooring in the hall:

- |   |               |
|---|---------------|
| a) Sanding and sealing the main floor and stage     | £3,545        |
| b) Vinyl covering of the rear stairwell and kitchen | <u>£2,869</u> |
|   | <u>£6,414</u> |

However, the total in the Hall Development Fund was only £6,164, i.e. a shortfall of £250. Although both projects were required for Health and Safety reasons, the lack of funds had meant that only the first task had been processed. The work to cover the rear stairwell and kitchen would have to wait until additional funds were available.

Simon reported that the Upper Hall would be closed for the hall floor and stage refurbishment for the week commencing Monday 30<sup>th</sup> July 2012. Regular hall users had been advised of the closure and instructed to remove their equipment for the work to proceed.

### 5. Election to Furzedown Team Council.

Joan reported that, although Bishop Licence holders were already on the council, (i.e. Clergy, Readers, Church Wardens), a lay representative from St James was required for the Furzedown Team Council. It was noted that a second representative may be required in 2013, but only one representative was required at this time.

**Proposal: to elect Pauline Pepperell as the Furzedown Team Council representative.**

**Proposed by Dave Ingram, Seconded by John, agreed unanimously**

### 6. Budget Action Plan.

Reports were received from each of the groups providing information on how the financial shortfall in the 2012 Budget was being addressed. It was noted that the action groups needed to continue to monitor their financial responsibilities.

In response to a question raised, the issue of informing the church membership of the financial situation was deferred to the Treasurer and Church Wardens.

### 7. Financial Report.

Paula presented an updated report of the accounts to 30<sup>th</sup> May 2012. The results were very encouraging.

At this point, the meeting broke for prayer.

## 8. Qualities of New Team Rector.

This being the main discussion point, the meeting divided into small groups to brainstorm the personal qualities and gifting for a new Team Rector. It was noted that this information would be incorporated with the Parish profile documentation provided to new candidates.

On resumption, the meeting compiled a list of desired qualities (please see attached). The key qualities were:

- Love of studying the Word of God;
- Biblical vision and discernment;
- Appreciation and valuing of diversity;
- Good leadership skills;
- Deep love of God and desire to share this with others;
- Respect for where our church is coming from and ability/willingness to build on good foundations already laid.

It was noted that this was only the beginning of the selection process, which would continue at the next PCC meeting.

## 9. Any Other Business.

1. **Youth Minister.** Nick reported that Furzedown Church Ltd had appointed Fiona Perham to the full-time position of Youth Minister, starting in September 2012. Although the Youth Minister would ultimately be answerable to the Youth Ministry Group, it was necessary to assign a Line Manager for day-to-day activity. As Fiona would be located at MLBC, it was recommended that Phil Barnard be appointed.

**Proposal: to appoint Phil Barnard as the initial Line Manager for the Youth Minister.**

**Proposed by Nick, Seconded by Judy, agreed unanimously**

## 10. Dates of Next Meetings.

1. **9<sup>th</sup> July:** Joan reported that the Archdeacon and CPAS Patron would be attending the meeting. There would only be one agenda item: the appointment of the New Team Rector. Three resolutions would be addressed:
  - The appointment of two representatives to process the appointment of a new Team Rector.
  - To establish whether the post of Team Rector should be advertised.
  - To decide whether a woman would be accepted for the post.
2. **10<sup>th</sup> September:** this would be a regular PCC meeting.

The meeting closed at 10:00pm with the Grace.

Next PCC meeting: Monday 9<sup>th</sup> July 2012 at 8:00pm