

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

Monday 7th November 2011

Present: Rev George Howard, Rev Johan Allen, Joan Botterill, Carol Burt, Nick Burt, Rev Sue Clarke, Catalina Contreras, Judy Douglas, Liz Gibbons, Anthony Herbert, Alan Hollamby, Chris Howard, Dave Ingram, Laura Knight, Steve Linton, Pauline Pepperill, Richard Reddie, Emma Simmonds, Stephanie Sulaiman, Paula Thomas, Glynis Wilkinson, Simon James-Morse.

Apologies: Neils Ribeiro, Julie White, Chris Hart, John Farebrother.

1. **Welcome:** George welcomed everyone to the meeting and opened in prayer.

2. Minutes of the Previous Meetings:

The Minutes of the meeting on 19th September 2011 were considered.

1. Item 3.4 "Joint Youth Minister" – the proposal should read: 'That, in principle, St James move towards funding its share of a full-time Youth Minister from September 2012'.
2. Item 7 "Gala Concert" – The text 'It was noted that this event clashed with the Friends of the Heart Foundation of Jamaica.' should be added.

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

3. Matters Arising from the Minutes.

1. **FYC Report.** Carol reported FYC continues to be well received in the community, especially when the joint supporting churches are observed. Prayer was requested that, with the growth of activities and an increase in the number of helpers, the vision that FYC will be a Christian Youth Centre is upheld. Prayer was especially requested for the FYC directors at this time. A new FYC brochure was circulated and well received by the meeting. Carol stressed the importance of PCC members attending the FYC AGM on Sunday 4th December 2011 to be held after the joint morning service at 10:30am. This would provide further information regarding FYC activities, to vote on the FYC Accounts and to elect new directors.
2. **Hall Management Group Report.** Judy reported that the management group had not met whilst various work was carried out in the Upper Hall.
3. **Hall Refurbishment Update.**
 1. **Upper Hall Windows.** Nick reported that the new windows had now been installed, except for one window in the kitchen area.
 2. **Heating.** Nick reported that work on installing the new boiler was nearing completion. Nick reported that the reclaiming of the grants from BIFFA and SITA for heating and windows respectively was being processed, with the balance hopefully received before the financial year end.
4. **171 Mitcham Lane Update.** Nick reported that the Wandsworth planners had rejected the proposed alterations to the property. Various options were being considered. The meeting expressed its great disappointment to the decision by Wandsworth Council. It was noted that the property was currently being occupied by three tenants; all on 6-month Assured Shorthold Tenancy Agreement, and a fourth tenant was sought.
5. **Furzedown Team Ministry.** Joan reported that the draft proposal had been submitted to the Church Commissioners and passed without amendment. It was not known whether the Church Society would be making a formal complaint regarding the issues raised in their letter. This issue of when the church membership would be informed of this situation was deferred to the Church Leaders meeting next week.

4. Financial Report.

1. Approvals.

1. **Window Grills.** Nick reported that a quote had been received for £946.00 + VAT (£1135.20) for the fixing of 4 grills to the Hall windows.

Proposal: That £1,135.20 be spent to fix the window grills from the Hall Development Fund.

Proposed by Nick, Seconded by Dave, agreed unanimously.

2. **Hall Hot Water.** Nick reported that a quote had been received for £871.20 (inclu VAT) for the purchase and installation of an electric water heater for the Upper Hall, and £697.20 (inclu VAT) for an electric water heater for the Lower Hall.

Proposal: That £1,568.40 be spent to purchase and install the water heaters from the Hall Development Fund.

Proposed by Nick, Seconded by Joan, agreed unanimously.

3. **FYC Rental and Electricity.** Paula reported that the annual invoice to FYC for rent and electricity usage had been produced.

Proposal: That, by way of a donation from St James PCC, the £21,025.00 charge for the previous 12 months rental and electricity is cleared.

Proposed by Paula, Seconded by Chris Howard, agreed unanimously.

2. **Funds Movement.** Paula reported that there were several Funds listed in the church accounts that needed to be reorganised. There was general agreement that reallocations were required. However, in view of other pressing items on the agenda, the subject would be deferred to a Finance Sub-group who would report back to the PCC at a later date.
3. **Comparative Giving by Parish.** Paula reported that a letter had been received from the Diocese congratulating St James that they were top of the table of potential church giving. The meeting were very encouraged and humbled by the letter, and gave thanks to God for His financial blessings.
4. **Accounts and Forecast.** Paula presented a financial summary of the Accounts for the nine months to 30th September, detailing various explanations. Overall, income was in line with budget, and expenditure was under budget. However, although the forecast Accounts for the year was roughly in line with budget, this was still a deficit of £23,256. It was noted that giving was below several regular givers had left during the year and existing donations had not risen to meet the financial challenge when the budget was presented at the beginning of the year.
The meeting then divided into groups to discuss the implications of the data presented and to suggest possible solutions. On resumption, discussion continued regarding practical activities to address the financial deficit. This included an Advent Thanksgiving Gift Day.
5. **Budget 2012.** Laura, Glynis and Simon were asked to leave the meeting to allow open discussion regarding the 2012 Budget. The following observations were made:
 1. Cuts in spending in 2012 would negatively affect the mission of the church.
 2. A revaluation was needed of working practices of existing church workers.
 3. There was a need for further reflection on the finances of the church.
 4. A time for prayer was needed.

No decisions were made and the Church Leaders would consider the matter further at their meeting next week.

The meeting closed at 10:20 p.m.

Next PCC meeting: Monday 9th January 2012 at 8:00pm