

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

## **Monday 4<sup>th</sup> July 2016**

**Present:** Rev Rob Powell (Chair), Anthony Alale, Rev Johan Allen, Carol Burt, Nick Burt, John Farebrother, Liz Gibbons, Antony Herbert, Steve Linton, Nat Okoro, Adam Seymour-Davies, Stephanie Sulaiman, Alix Taylor, Myles Taylor, Glynis Wilkinson and Christina Contreras.

**Apologies:** Sue Allen, Dave Ingram, Pauline Pepperrell, Richard Reddie, Paula Thomas, Julie White.

- 1. Welcome:** Rob welcomed everyone to the meeting and extended a special welcome to Mark Pybus who was in placement with us for 2 weeks and will be again for another 2 weeks at the beginning of September. The meeting was opened with prayer.

Rob also announced that Bernabé Sanchez-Naffziger resigned from the PCC as he felt it would have been a conflict of interest having 2 members of his family employed by the church.

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

The Minutes of the meetings on 9<sup>th</sup> May were considered, accepted unanimously and signed.

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

#### **1. Gospel Concert (item 3.1)**

Concert was a success, we received great comments. Rob thanked everyone for their prayers.

#### **2. Time for God Volunteer (item 3.4)**

Unfortunately we couldn't find accommodation for the new volunteer; hence, we will not have one next year. This leaves a helper's gap in many areas.

#### **3. Parish Support Fund 2017 (item 4b)**

In the previous meeting the PCC agreed to cover our own ministry costs. Our ministry costs were revised and the pledge was adjusted accordingly. All documents were sent out to the Diocese with Paula's agreement.

#### **4. Building for the Kingdom (item 5)**

A new booklet about capital management was recently published and should be followed in this process.

The next step will be meeting with the Archdeacon looking for advice to move on to the next stage. The meeting will be held on 1<sup>st</sup> July between 3pm and 5pm and a summary of all the findings at the present will have to be submitted. All PCC members, leaders and building team were invited to attend.

#### **5. Oikos Church Proposal (item 7)**

The proposal was investigated and rejected based on past experience with Oikos, especially regarding security.

Rob will let Pastor Jhonatan know of the decision.

#### **6. Floor Blocks (item 8a)**

A group of volunteers met over 2 weekends and glued back the majority of the floor tiles. The result was excellent. Rob thanked to all who volunteered.

### **4. Finance Report**

#### **1. Overall position**

Deficit year to date is £7,027 against a budget deficit of £10,417 – a variance of £3,390.

There are still some timing/seasonal differences to take account of but overall the position looks good. The variance arises from both income and expenditure being better than budgeted.

#### **2. Income**

Income is £1,419 greater than budget. Donations are £4,145 greater than budget, despite a shortfall in donations from gift aided envelopes (-£1,616) – this partly due to some regular givers being away for a

period and needing to catch up on their giving. There have been some good one-off donations, both gift aided and non-gift aided which is the main reason for the overall position.

Income from Hall lettings appears to be under budget by £5,053. This is largely due to the timing of payments e.g. ABC Ballet pay termly.

Sundry income is strong, but is partly offset by costs as some if relates to reimbursed expenditure.

### 3. **Expenditure**

Expenditure is £1,971 less than budget. This comes from a mixture of underspends in a variety of areas, with no single significant reason. Some of the costs are seasonal (utilities) or paid in one lump sum e.g. copyright licence (included in Upkeep of Services).

### 4. **Forecast**

A forecast based on income and expenditure to date and known/planned changes gives a surplus for the year of around £7k. The main factors in this are:

- Increase in one-off donations
- Delay in receipt of rental income from 171 by one month
- End of Time for God payments from September

#### a) **F.Y.C proposal concerning rental and utilities of St. James lower hall.**

Background:

FYC's policy is to keep reserves to pay for a year of operations.

FYC have built up reserves mainly due to reduced staff and careful budgeting. They now have enough to cover the cost of rent and utilities for a year over and above our running costs which their treasurer is reluctant to release for projects and repairs as St. James may decide to start charging them.

The board feels that if they have a letter of assurance from St James PCC that they will not be charged for a reasonable period, that this would satisfy the treasurer's cautious nature and therefore be happier to make this change.

Carol Burt proposes that: St James PCC would agree to continue to support Furzedown Youth Centre (FYC) by providing the premises and utilities at no cost for further 5 years subject to any future building plans, in which case St James PCC will endeavour to work with FYC to identify alternative accommodation.

Johan seconded the proposal and was agreed unanimously.

## 5. **Building and Fabric Issues**

### a) 171 Mitcham Lane

Major refurbishments works have been completed for the amount quoted with little added (£1600)

Still pending items are:

Flooring: at the moment all quotes are over the estimate.

Electrics: waiting for Eon (electricity supplier) to change meter tails and electrician to finish other repair which are needed before issuing a certificate.

Gardening and fencing: is not a priority.

Rent: We are running a bit late with renting the place but we have 3 potential letting agents.

Adam Seymour Davies was asked to leave the meeting at this point as Aspire (Adam's employer) is one of the candidate's for managing the property.

Aspire, Barnard Marcus and Beresford visited the property and gave a very similar estimate for the rent Aspire's fee offered a 6% + VAT commission, Barnard Marcus a 7% + VAT and Beresford 8% + VAT.

The estate agent will market the property, they will find new tenants, will draw up the lease contract, will reference tenants, deal with the deposit, will acquire the first payment and set up the standing orders.

Once it is all completed, they will pass on the management to the church.

Nick Burt proposes to contract Aspire as it is financially more convenient. Myles Taylor seconds it and is agreed unanimously.

Adam returned to the meeting at this point.

A thank you gift to Kevin Pepperrell will be extended in the name of the PCC.

Rob thanked Nick for co-ordinating all this work.

b) Bellcote Tower

At the beginning of July we had our neighbour from 1 Welham Road (Jo Cloke) reporting that some pieces of wood belonging to the bellcote tower had come down on our path and on their garden, since then more debris has come down including pieces of roof tiles and pigeon nesting material.

We have reported this to our insurance and were advised to get an architect for a visual inspection and a report.

We are keeping close contact with Jo and keeping them informed, Wandsworth council was also notified about the incident.

We will continue working towards getting a solution for this as soon as possible and make the bellcote tower safe.

c) Lightning Conductor

In the recent annual inspection it was reported that there was damage to the lead on the roof top. It is apparent to the inspector that it could have been caused by high winds but cannot be confirmed.

Christina to check if we could claim to the insurance as the repair estimate is over £1800

d) Front Church Garden

The front garden will be restyled once the new Church Sign is in place.

We have 3 candidates' quotes to work on the new sign:

Castleton, The Sign Company quoted £2394, DX Signs £2604, JFK Complete Signs £1390

Adam Seymour-Davies proposes to go ahead with Castleton's quote; Myles seconded and was agreed unanimously.

We have had so far 2 quotes to work on installing artificial turf to the front garden

Apple Gardening Services quoted £2670 and Alan McDonald's gardens quote was £3600

Liz Gibbons proposes to go ahead with artificial turfing instead of shingles or natural turf, seconded by Nat Okoro and agreed unanimously.

A third quote will be considered and a committee will decide on which company to contract for the work.

At this point the meeting paused for some reflective prayer.

## 6. Action Sunday Review

There will not be an Action Sunday Service this year. The vicars and leaders of Furzedown churches are considering on how to continue with this event, it is clear that a stronger team will need to be built. Views and suggestions on Action Sunday will be appreciated and can be sent by email to Rob. The next meeting will be held in September.

## 7. Homeless Shelter

Rob has been revising on a proposal from Glass Door regarding holding a homeless shelter in one of the Furzedown churches.

Wandsworth Council does not have a homeless shelter at the moment.

Glass Doors is a charity who works in partnership with local churches to provide homeless sheltering. They need 7 churches to start the project in Wandsworth. The church provides the venue and volunteers to serve a meal while Glass Doors reimburses the money spent and provides cleaners and a centre manager while in use as a shelter.

The shelter will be sleeping 15 to 16 men and the venue need to have a kitchen to be able to provide the meal and toilets for guests.

Timings are from 6pm but doors will be open from 8pm and they will be out by 7am, cleaners will leave by 8am.

All guests come by referral from Glass Door only, no walk-ins.

St. Paul's and MLBC are not going to be part of this project but St. Alban's and St. James can be considered.  
Rob asked:

- a) Do we want to support this project?
- b) Would we consider St James Church Centre as a venue?

Feedback given is that we should be out there helping the community and in principal we should do it.

St. Alban's at the moment is the church that will offer better facilities for this project. Rob will speak to Marc Richeaux and will keep the PCC informed.

#### **8. Furzedown Pantomime**

We had a proposal from the Furzedown Network to be the hosts to their annual pantomime. MLBC had opened their doors last year and unfortunately there was not a good feedback from them.

Christina met the committee to answer initial questions and Rob was sent the script to their play.

Rob read the script and found it not appropriate for a church venue.

Feedback from members was that probably a pantomime steps a line too far in a religious place and that fire exits would be a concern.

Adam proposes that we respectfully decline their request, seconded by Alix and agreed unanimously.

#### **9. Glynis Wilkinson SPA Selection**

Glynis is asked to leave the meeting at this point

Rob explained that Glynis is willing to start her SPA training in September. The PCC would need to recommend her.

Carol proposes to recommend Glynis for her training and Myles seconded it, agreed unanimously.

#### **10. Future Dates**

- PCC Meeting – Monday 19<sup>th</sup> September 2016
- Away Day in Oct/Nov? 2016
- PCC Meeting – Monday 12<sup>th</sup> December 2016

The meeting closed in prayer and with the Grace at 10:16 pm.

Apologies were extended for going overtime.

NB: The meeting did not address agenda points 11, 12 and 13.