

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

Monday 8th May 2017

Present: Rev Rob Powell (Chair), Rev Johan Allen, Carol Burt, Nick Burt, Frances Christian, John Farebrother, Liz Gibbons, Antony Herbert, Grace Museve, Nat Okoro, Pauline Pepperrell, Susan Ribeiro, Adam Seymour-Davies, Stephanie Sulaiman, Alix Taylor, Paula Thomas, Glynis Wilkinson and Christina Contreras.

Apologies: Anthony Alale, Sue Allen, Steve Linton, Myles Taylor.

1. Welcome: Rob welcomed everyone, especially the newly elected members of the PCC and opened the meeting with prayer.

2. Minutes of the Previous Meetings:

The minutes of the meetings on 20th March and 30th April 2017 were considered, accepted unanimously and signed.

3. Matters Arising from the Minutes

1. First Aid Training (item 3.2)

5 members of St James have been certified as First Aiders during training together with FYC/FCL in April, namely Rob & Claire Powell, Alan Burrows, Johan Allen and Lola Olalaye . No leads yet on a more basic training for sidepersons and children's leaders. Rob will keep on looking.

2. Cleaner/Caretaker Post (item 6)

Jo Seymour-Davies was duly appointed to this post and started her role Monday 1st May 2017. 3 people were interviewed.

3. News Sheet Review (item 8)

Rob and Christina will meet to consider different options.

4. APCM (item 10)

There was only 1 nomination for churchwarden and Antony Herbert accepted the appointment.

We will have to re-structure the way things are handled on Sundays and be a little more creative to be able to cover all tasks. Rob & Antony to discuss.

4. Finance Report

a) Management Accounts

The management accounts for the first quarter show an encouraging position. Donations from all areas of regular giving are up on budget and we have also received some generous one-off donations. Property income is also running ahead on budget thanks to increased bookings for the Church Centre. There is a note of caution on the rental income from 171 Mitcham Lane, which is currently vacant and we are actively looking for a new tenant.

Expenditure is running ahead of budget, but only in the area of property expenditure where we have had some significant but expected bills. Overall there is a surplus of almost £8k compared with a budgeted deficit of £3k.

b) Parish Support Fund 2018

The Diocese of Southwark has given £76,000 as the Average Parish Costs for 2018. However, as St James is part of a team ministry, our Indicative Costs for 2018 would be £73,667.

The PCC discussed this subject extensively as to whether we should give more than our costs due to the way in which God has blessed us financially recently.

Paula proposed that we pledge £75,000 for 2018, Pauline seconded this motion and it was unanimously approved.

5. Buildings Update

a) 171 Mitcham Lane - tenants vacated the property before their agreed date but still paid full rent. Aspire is at the moment advertising the property on their website and another 2 independent rental websites. The asking rental price has been reduced to attract more interest. We could also consider a Corporate letting with one year break point.

Rob and Christina will inspect the house and review the Check Out report.

Christina to speak to Claire in regards to adding a link into our own website to Aspire's advert to call attention.

- b) Electrical Inspection – a revised invoice (extra £570) has been received to include some extra work done in FYC. Geoff Vevers to be informed as the extra expenditure should fall to FYC.
- c) Front Garden – 3 quotes have been received to lay artificial turf in the front of the church to improve visibility and complete the Front Garden Project.
Apple Garden - £3030; Easy Grass - £3549; Alan McDonald - £3600
A discussion followed in regards to whether it is worth spending this amount of money in light of the Building for the Kingdom project and the uncertainty as to how permanent it would be.
Nick proposed to go ahead with the project and contract Easygrass to do the job, seconded by Adam. 15 in favour, 1 against and 1 abstained.
Christina will contact Easygrass to get a date to start the project.

6. PCC Development Action Plan

- a) Agree Final Draft of Plan (attached) - Rob and the working group filled in the 'Who' and 'When' columns in the Action Plan, all PCC members were given a copy. Rob asked if there was anything that needed to be changed in these two columns and no amendments were suggested.
Johan proposed to accept the PCC Development Action Plan, seconded by Nat, agreed unanimously.
- b) PCC Mission/Purpose Statement – After much discussion the following Purpose Statement was unanimously agreed:
"To work together with the minister to promote in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical."
- c) Member Profiles – Nick and Johan have written their profiles as an example (attached) of what is required. Rob asked all PCC Members to write their own profile for the next meeting.
- d) PCC Charter (attached) – Rob presented a draft Charter. The following suggestions were made:
- add a bullet point that says: The chair should ensure the meeting would finish on time.
- Split bullet point 6 to make it more readable.
Glynis proposed to adopt the new PCC Charter after making the above amendments, seconded by Antony, agreed unanimously.

At this point the meeting paused for prayer.

7. Try Praying Campaign

After an initial meeting with Rob, Pauline reported that the campaign will take place on Wed 31st May, Thursday 1st and Friday 2nd June. The church will be open from 2:00pm to 6:30pm on these days so people are able to come in and pray. There will be different interactive zones including zones for young people to help them engage in praying. Volunteers are needed to welcome people.
Try Praying campaign is a national campaign happening between Ascension and Pentecost Sunday. Advertising will include banners on side of buses, social media and many other parishes are joining in.
St James will order a banner and the Try Praying booklets to give away with a grant received for this purpose.

8. Health and Safety Policy – annual renewal

Our Health and Safety Policy was last reviewed on 7th March 2016.
Rob proposed as the Chair to re-commit to the same policy, agreed unanimously.

9. Safeguarding Policy Updates

Two new documents (attached) have been issued by the Church of England to be included in the **Safe Church** folder.
'Promoting a Safer Church' and 'Responding Well to Domestic Abuse – Policy and Practice Guidance'
Rob proposed as the Chair to add these policies to our existing policies, agreed unanimously.

10. Church Weekend Away

Rob reported that there has been some interest in a Church Weekend Away and wanted to get some feedback from the PCC.

Feedback:

- It requires a lot of organisation; it is a lot of work.
- Do we have the resources? People and financial?
- Cost should not be an obstacle for a family to attend. Sponsoring?
- Advertise with plenty of time so people can organise their finances.
- Transport? Wandsworth Community Transport could be a solution.
- We should gauge interest in the church.

Rob suggested that this could be explored in more detail at the next Church Leaders meeting.

11. Any other business

Glynis Wilkinson will be commissioned as a SPA (Southwark Pastoral Auxiliary) at Southwark Cathedral on Monday 19th June at 7:30pm. John Farebrother and Carol Patterson will also be re-commissioned at the same service. Rob encouraged the PCC to attend if possible.

12. Future Dates

- PCC Meeting – Monday 10th July 2017
- PCC Meeting – Monday 18th September 2017
- PCC Away Day – Saturday 18th November 2017
- PCC Meeting – Monday 11th December 2017

The meeting closed with the Grace at 9:54pm.