

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

Monday 18th September 2017

Present: Rev Rob Powell (Chair), Anthony Alale, Rev Johan Allen, Sue Allen, Carol Burt, Nick Burt, Francis Christian, John Farebrother, Liz Gibbons, Antony Herbert, Steve Linton, Grace Museve, Mark Pybus, Susan Ribeiro, Adam Seymour-Davies, Stephanie Sulaiman, Paula Thomas, Glynis Wilkinson, Mike White and Christina Contreras.

Apologies: Nat Okoro, Pauline Pepperrell.

1. **Welcome:** Rob welcomed everyone and Mark Pybus as a new Ordinand at St James and explained that Mark will be invited to participate in meetings but will not have a vote. Rob started the meeting by reading Psalm 127 v 1 and the meeting was opened in prayer.

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

The minutes of the meeting on 10th July 2017 were considered, accepted unanimously and signed.

3. **Matters Arising from the Minutes**

1. **News Sheet Review (item 3.1)**

Rob and Christina have done some research and found that more and more churches have now made the transition into electronic versions.

We understand that this is not a transition St. James will be ready to make fully yet. So, a new paper format will be published soon and we will encourage people to sign up for a copy of the newssheet by email, thus reducing the number of paper copies to be printed.

2. **Church Weekend Away (item 7)**

Rob is putting together a small working group to plan next year's Church Day Away.

3. **Fire Safety (item 9)**

A small group including Richard Reddie, Antony Herbert and Christina Contreras met to discuss the Church Fire Safety. After some research on current regulations and an inspection of the church, it was decided that the best way to move forward will be by conducting a Fire Risk Assessment.

A proposal from the Chair was given to commission a Fire Risk Assessment in the Church Building and this was agreed unanimously.

Once the Fire Risk Assessment results are back we will need to consider what work needs to be done.

4. **Staffing (item 8b and 8c)**

The minutes of both confidential items from 10th July were agreed and signed with those members who had a conflict of interest leaving the room.

4. **Finance Report**

Paula reported that the management accounts to the end of July continue to show a positive position with a surplus of £8575 compared to a budgeted deficit of £6300. This is thanks to continued generous giving which has more than compensated for the additional expenditure on the Church and Hall buildings not included in the original budget. However, giving from envelopes and standing orders is likely to slow down in the second half of the year due to some members moving away so we need to continue to encourage giving from the congregation and new members in particular.

5. **Building for the Kingdom – Presentation & Discussion**

The Building for the Kingdom working group, chaired by Mike White, gave an in-depth presentation to the PCC, outlining progress to date and seeking comment and guidance from members. The presentation included a reminder of the background to the project; the Vision for our Buildings; the agreed Assessment Criteria; and a report on the Options Appraisal. Members were invited to comment on the options and to express their preference. The PCC also approved a new structure for the working group.

There will be another special service on Sunday 15th October at 10.30am to update the congregation and seek further guidance and comment.

6. **Any other business**

None

7. **Future Dates**

- PCC Away Day – Saturday 25th November 2017
- PCC Meeting – Monday 11th December 2017

The meeting closed with the Grace at 10:04pm.