

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

## Monday 11<sup>th</sup> December 2017

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

**Apologies:** Christina Contreras

1. **Welcome:** Rob welcomed everyone and led a brief reflection on Galatians 4 before praying for the meeting.

### 2. Minutes of the Previous Meetings

The minutes of the meeting on 18<sup>th</sup> September 2017 were considered, accepted unanimously and signed. PCC members were also given a copy of notes from the PCC Away Day on November 25<sup>th</sup>.

### 3. Matters Arising from the Minutes

#### 1. News sheet review (item 3.1)

Christina is in contact with Jane Moody who designed the new church logo and who has offered help to revise the news sheet.

#### 2. Building for Kingdom (item 5)

We had a long session on this on the PCC Away Day. The next Building Committee meeting is in January and will report back to PCC at the January meeting.

### 4. Finance Report

Paula reported that the management accounts continue to be good, showing a surplus, largely due to a significant one off donation earlier in the year. Church Centre lettings have increased whilst hall lettings are under budget. Expenditure is higher budgeted due to increased property costs.

#### Staff Salaries for 2018

Glynis & Adam were asked to leave the meeting at this point.

The PCC approved the following salary increases from January 2018.

Church Manager 3%

Church Administrator and Cleaner in line with London living wage.

#### 2018 Budget

Paula presented a draft budget for 2018, showing a £11,500 deficit, representing estimated costs for a Building for the Kingdom feasibility study. The costs would be taken from the Building for the Kingdom fund and the Building Fund. The budget will be finally approved at the January meeting.

#### Alun & Debbie Burt

Nick & Carol Burt were asked to leave the meeting at this point.

Alun & Debbie are our Mission Partners with Crosslinks. The Church received a letter from Crosslinks saying Alun and Debbie's costs were due to rise in 2018/19/20. We have been asked to review our support for Alun & Debbie and to increase if possible. After some discussion the PCC agreed to a) ask Crosslinks how many other churches support the Burts in order to work out the additional portion of support required from St James, b) invite members of the congregation to give personal support, either through St James, or directly through Crosslinks, thereby being able to add Gift Aid to their donations, and c) allocate £1,000 of the Advent Gift Day in 2018 to the Burts. Rob will ask Crosslinks if it is possible to link any personal gifts under point b) above to St James so we can track the overall level of additional giving.

We paused for prayer at this point.

### 5. Future of Youth Provision (FYC/FCL)

The boards of FYC and FCL have asked the constituent church leadership teams to look at the future of youth provision in our churches, with a view to possible restructuring.

At present FYC employs a Youth Manager (Bethany Goddard) for 22 hours per week and an assistant (Stephen Matthews) for 10 hours per week, and FCL employs a Youth Minister (Sam Talbot) for 40 hours per week.

One consideration is to combine the roles of FYC Manager and FCL Youth Minister into one, full time post, bringing ministry and youth work together. At present both have fixed term contracts, Bethany until February 2018 and Sam until August 2018.

Proposal from Chair – that an exploration be undertaken of the possible restructure of the Youth Provision, with a proper review of current work and clarification of future vision.

This was carried unanimously. PCC members were asked to keep the issue confidential.

## **6. Fire Safety**

It was agreed in September that a Fire Risk assessment of Church and Halls would take place. As a result a number of measures need to be undertaken.

- a) Establishment of various fire safety procedures - Mark Pybus and Christina to look into this in more depth.
- b) Recommendations with a financial implication: Upper Hall - Install fire detection system, emergency lighting, and replacement of several doors. Church – Install fire detection system in Office & Vestry area, emergency lighting in Centre and basement.

PCC agreed to obtain quotes for the work and to check how much needs to be done in view of possible redevelopment of halls and church.

## **7. Church Day Out 2018**

Adam reported back from the planning team.

They proposed that the Day Out follow the format of a Church Weekend Away in miniature, i.e. worship & teaching, fun activities, sharing food. They felt it was important to bring in people to look after children's work, and also to invite a guest speaker for the adult teaching.

Venue – outside London, but no more than 1 hours drive. Travel by coach. Possible venue – Latimer Minster.

Dates suggested: 9<sup>th</sup> June or 23<sup>rd</sup> June.

Possible theme – Prayer.

PCC approved the initial proposal and asked the planning group to continue developing plans and to report back.

## **8. Christmas Programme & Other Events**

The Christmas Programme is on the publicity flier.

Other Events coming up in 2018:

The Marriage Sessions @ MLBC (Jan/Feb)

Induction of Ian Hare at MLBC – 3<sup>rd</sup> Feb @ 2.30pm

Lent Course begins on 21<sup>st</sup> Feb @ St Alban's

Riding Lights Theatre group @ MLBC on 3<sup>rd</sup> March, 7.30pm

## **9. No other business**

Meeting closed at 9.45pm with the Grace.