

# Minutes of the Meeting of St. James P.C.C. Monday 9<sup>th</sup> December 2019

**Present:** Johan Allen, Femi Nzegwu, Nick Burt, Liz Gibbons, Glynis Wilkinson, Stepheney Sulaiman, Frances Christian, Steve Linton, Adam Seymour-Davies, Peter Neill, John Farebrother, Noah Reddie.

1. **Welcome:** Adam welcomed everyone to the meeting and opened the meeting with prayer.

2. **Apologies:** Rob Powell, Susan Ribiero, Yvonne Mason, Grace Museve, Lisa Burrows, Millie Miller, Alan Burrows, Kat Striesow.

3. **Minutes of the Previous Meeting:**

Adam proposed as Chair to approve the minutes of the meeting on Monday 16<sup>th</sup> September 2019 and they were agreed unanimously.

4. **Matters Arising from the Minutes:**

1. **Staffing (item 7)**

Adam announced that as a result of the recruitment process Olivia-Mae Alman has been appointed as Church Manager. She attends MLBC and comes to us from a job as deputy manager in a GP surgery. She will start work on Thursday 2<sup>nd</sup> January 2020.

2. **Youth Ministry & FYC (item 8)**

Youth Ministry: Joint youth sessions continue on two Sunday mornings a month following Youth Alpha. MLBC will begin their recruitment process for their own Youth Minister in January with the hope of appointing by Easter. So, St James will need to have a discussion in the Spring to decide what we do for our youth on Sundays once MLBC have their new worker in post.

FYC: We now have enough funding to begin recruiting for a full time Outreach Worker to lead FYC into the future. Recruitment process will begin in January.

3. **Growing Leaders (item 10)**

16 people from across the churches have signed up for the Growing Leaders programme, including 6 from St James. The programme begins in January.

5. **Finance Report:**

a) **Advent Gift Day 2019 Update:**

£6184 inclusive of Gift Aid was received on the first Sunday, which is comparable to last year's first Sunday.

b) **Management Accounts:**

As Alan was absent, there was no-one to present the accounts for the period to the end of October and answer any questions. Adam went through Alan's budget notes.

c) **Draft 2020 Budget:**

Alan was not there to present the draft budget. It shows a projected deficit, but this is similar to 2019 because of two exceptional items – BFK feasibility study and the remaining fire safety works – both of which will be funded using designated or restricted funds or reserves. Following any suggested amendments by PCC the draft will be amended and PCC will give final approval at our January meeting.

There was some discussion about installing contactless facilities and this will be followed up.

## **6. Ashburnham Weekend Away**

The PCC voted unanimously in favour of proceeding with the weekend and it was agreed that any shortfall would be covered by the bursary fund. There was a reminder that £2500 had been set aside as a bursary fund to help those who needed it and that there are private donations coming in. £500 is required to cover costs of speaker and children's worker. No-one has asked for help from the bursary.

There was some discussion about transport and a suggestion was made to use Wandsworth Community Transport if necessary.

### **Pause for prayer**

## **7. Fabric and Building for the Kingdom**

### **a) AV screens**

The Faculty has been granted and contractors are booked in for fitting in early January.

### **b) Fire safety**

Contractors still being chased for remaining works.

### **c) Church Centre flooring**

PCC voted unanimously to keep the current carpet tiles and pay for professional cleaning 3 or 4 times per year. It was proposed that we look into a carpet cleaning unit, which was agreed unanimously.

### **d) Building for the Kingdom**

Nick lead this item and explained the BFK working group process over the last 6 months or so which was to ascertain expressions of interest for a feasibility study from architects. They approached 20 and got about 10 positive responses, from which 5 were shortlisted to come and present tenders.

Interviews took place at the end of November and took the format of 15 minutes presentation followed by 45 minutes question time and layout of proposed fees.

The panel had a score system which showed a choice between two companies who achieved the highest scores. After prayer and further consultation JBKS were unanimously chosen. They are based in Oxford. 90% of their work is for churches and they are all Christians and understand what we are trying to achieve through BFK. Nick mentioned that one of the directors of JBKS said that planning for changes to the church would be, "a spiritual battle", as there would be considerable opposition at every turn and there would need to be a great deal of prayer around it. Regarding price, they were neither the cheapest nor the most expensive quote at £23,630.00 inclusive of VAT. Nick said that Myles Taylor had been really helpful during the whole process and we as a church are very grateful for his input and advice.

Nick proposed that JBKS be appointed to undertake the feasibility study which would take 3-6 months at a cost of £23, 630.00 and that £25,000.00 had been set aside in the budget. Agreed apart from one abstention.

## **8. Syrian Refugee Project**

It was agreed unanimously that we give up to £1200.00 per annum to support this project from the Advent Gift Day for 2020 and 2021, not the church budget.

## **9. FCL Covenant Renewal**

The PCC looked at the current document due for renewal and agreed it. There was a question as to whether Southcroft Church were going to be involved.

**10. Safeguarding Update**

No-one had any issues or concerns.

We now have a list of properly trained First Aiders for children's ministry and Sunday morning services.

**11: Any Other Business**

No-one had anything to raise.

**12: Next PCC meeting Monday 20<sup>th</sup> January 2020**

**The meeting concluded at 21:46 with the Grace.**