

ST ANDREW'S CHURCH, READING STREET

Minutes of the Parochial Church Council held on Thursday, 14th May, 2015 at 7.30 p.m. in the Church Hall

Item		Action
1	<p>OPENING PRAYER Rev'd Philip Musindi opened the meeting with prayer. <u>Present:</u> R. Collins, J. Graham, P. Long, B. McParland, R. Owen, G. Silsbury, B. Turp, D. Verrall, J. Vince, T. Waters. Rev'd Musindi welcomed D. Verrall to the PCC.</p>	
2	<p>APOLOGIES: C. Eldred, D. Foster, S.Foster</p>	
3	<p>CO-OPTION: Proposed and agreed to co-opt David Box and Fiona Pearse for the ensuing year.</p>	
4	<p>MINUTES OF LAST MEETING: The Minutes of the meeting of 5th March 2015 were approved, proposed by B. McParland and seconded by B. Turp.</p>	
5	<p>MATTERS ARISING <u>5.4: Gift Day:</u> Rev'd John Richardson from Holy Trinity will preach on Gift Day on Sunday, 12th July. The Gift Day will be on 3rd October. <u>5.4: Walk through the Bible:</u> 50+ people had signed up to attend including some from Whitstable. The Old Testament will be studied and a soup and bread lunch will be provided. <u>5.4: Magazine:</u> A few "teething problems" in this month's issue. The Group Council is due to discuss printing of the magazine next week. <u>5.5: Safeguarding:</u> The Administrator, Simon Kemp had agreed to take this on as part of his job. Due to his currently being off sick, the Churchwardens agreed to act as back-up until he returns. Safeguarding officers' photographs to be included on the PCC Noticeboard. <u>5.9: "Way Ahead"</u> recommendations: PCC name badges are with the Administrator, awaiting writing-up by Claire Jones. PCC Noticeboard to be sourced, enquire with Martell's. Size to be determined by photographs of PCC; these are suggested to be 4"x4". J. Vince offered to take photographs. Congregation to be reminded to use the "Suggestion Box". <u>5.11: Voyagers' Thanksgiving:</u> The Order of Service is being worked on with the Bishop's office. People to be asked to help with food. <u>The 50/50 project:</u> 20 charities forwarded so far, about to send off to the first 6 and then roll on during the year. <u>Education Africa</u> had had a good start and would continue to be advertised. <u>Organist:</u> Probationary 3-month period now up. A letter to formally confirm acceptance of her services to be sent. Intention is for her to take over the Choirmaster's duties towards the end of July. Thanks were expressed to M. Long for his continuing in the role thus far and for nurturing Susan Honnor into the role. <u>Rogation Sunday</u> had gone well last week, with invitations being sent to people in the area. A good congregation had included members of Holy Trinity's Sunday School. <u>Administrator:</u> During his sickness absence, the church office has been covered by Frances Lowden (Holy Trinity's administrator) on Mondays; B. McParland Tuesdays and Pauline Jackson on Wednesdays, Thursdays and Fridays. B. Turp</p>	<p>JG JV</p> <p>PM RC</p> <p>PM/JG</p>

	also offered cover if necessary.	
6	CORRESPONDENCE: Information on Safeguarding process changes received, and passed to Churchwardens for the time being.	
7	APPOINTMENT OF VICE-CHAIRMAN, TREASURER AND SECRETARY: B. Turp was unanimously returned as Treasurer; J. Graham as Secretary; Vice-Chairmen jointly the Churchwardens.	
8	<p>FINANCE: The Treasurer had pre-circulated his report and had no concerns at present. He proposed a small Finance Committee to review the financial position, discuss practicalities and plan how to go forward. Membership to be the Treasurer, Churchwardens and Peggy Long. The group to focus on best practice, such as the method of counting cash from collections, which should be checked by two people before being signed for and banked by the Treasurer, thus creating a record which could be tracked if there were any discrepancies. It would also look at preparing for Gift Day on 3rd October. The Treasurer would attend a Diocesan Treasurers' Training Session on 25th July in Ashford and anyone who would like to also attend would be welcome to do so, or to attend a similar session for the Canterbury Dioceses on 1st August. It was also important that the various sub-committees keep the Treasurer informed of their plans.</p> <p><u>Charity Commission:</u> The PCC will register as Trustees as this is now a requirement, our having breached the £100,000 turnover figure, which includes income from the Hall. Everything else stays the same, except that PCC members are Trustees with the Charity Commission. The wording has been agreed by the Diocese.</p> <p><u>Gift Aid:</u> Currently the Voyagers are not registered for Gift Aid. If they were to utilise our overall arrangements they could then use that facility.</p> <p><u>Audit:</u> Fees are around £1,200 a year for auditors. This is not for a full audit, but they can see and check everything we do. At the APCM, one of the parishioners offered to do the audit but the handbook recommends that this be done by an independent party, not a member of the church community, therefore the Treasurer was not proposing to make any changes. As a suggestion - were a suitably qualified person from another church able to undertake an audit for us, it may be possible to ask our parishioner to do an audit for them in exchange.</p>	BT
9.	<p>FUTURE PLANS: "GROWING THROUGH CHANGE" DOCUMENT</p> <p>The paper from the Deanery had been pre-circulated. Rev'd Musindi outlined the background and reasons for the changes the churches had been asked to respond to. Conclusions and ideas would be discussed by the MMC prior to consultation with the Bishop and Archdeacon, following Area meetings during May to July. Duncan Foster was the Group Council representative on the MMC, with the clergy representative now Rev'd Musindi, taking over from Rev'd Cruickshank who was soon to leave the area for a new post in Worcestershire. The main thrust of the Deanery paper was the need to find new ways of operating, given the financial constraints, and thus with potentially less clergy. At this stage, churches were asked to respond to the Deanery's proposals and it was important to state the case for St. Andrew's and to get it right, given the short timeframe to implementation (by March 2016). Two lay representatives from each church would take part in the Area meetings and for St. Andrew's it was unanimously agreed that the Churchwardens represent us. An initial meeting with the Archdeacon and Churchwardens is scheduled for 28th May, to outline what the Visitations will</p>	

involve. The Leadership Team will meet on 15th May to begin work on our response, which will then be communicated to the PCC members.

Initial comments after reading the document from the PCC were:

- Broadstairs Group need to be fully in control of what we are doing. We are one of the churches with an historical deficit – could there be some contraction of clergy somewhere along the line? We need to show we are fully paid up and doing what we have been asked to do.
- At the meeting with the Archdeacon the positive things we are doing to pay off the deficit and encourage people into church were outlined to her. Important to keep emphasis on our intention to grow.
- We are “playing the game”. We are in growth.
- Important that we focus on our current good financial position rather than the historic deficit, which has been absorbed and we are paying off.
- Main cause of Deanery financial problems is clergy costs. It would help our case to show we are contributing our fair share and that we are a lively and growing community. It could be argued that more resources would be put into churches that are growing rather than propping up those that are stagnating.
- Keep up with evidence of our outreach, *e.g.* advertising the forthcoming “Walk through the Bible” within the Deanery, inviting local inhabitants to last Sunday's Rogation Service.
- St. Andrew's had been a Parish since 2011.
- There is a strong drive from the Diocese to encourage Group Ministry.
- Holy Trinity had halted their advertisement for a new priest following the news that Jonathan Cruickshank was leaving St. Peter's.
- Possible that Holy Trinity might get a Minister. St. Peter's could possibly get a House for Duty Minister or half a clergy position, but would they accept that?
- Important to ensure we have written evidence of our response that reaches the Bishop by the end of the procedure (that it doesn't get lost *en route*).
- Thanet Deanery Mission Plan for 2015 suggested a possible reduction in clergy in Broadstairs from 3 to 2.5. PCCs were not consulted.
- Important to find a youth leader.

	<ul style="list-style-type: none"> • The Harvest church meets in Broadstairs at the Christ Church University campus. It is a Benefice in its own right. If they were to join the group that would give 4 churches – may be enough to retain 3 clergy. A thought expressed that if there were anyone at the Harvest church who was running a youth group, could we combine with them? Would give good impression of working together. • Consider asking the Harvest Church to join the Group? Ask if some reps from St. Andrew's could be invited to one of their services? • Consider how we would operate if we went from 3 to 2.5 stipendiary clergy, taking into account the different styles within the Group (Holy Trinity high church; St. Peter's a bit higher than St. Andrew's). The Bishop would like to reduce the number of clergy from 16 to 13 within the Deanery. 	
10.	<p>CHURCH HALL: A report from architect Philip Graham had been pre-circulated, together with the Minutes of the Hall Committee meeting on 15th April. The committee would like a written specification from the architect in order to put this out to tender and requested PCC agreement for his fee of £1620 (inc. VAT). This was approved, which the Treasurer would pay from the Hall reserves. The Committee were looking at obtaining grants for the work and Jeremy Voisey had been asked if he would lead the project. His confirmation is awaited. Among the desired improvements to the hall were increased storage space and having a blank wall instead of windows on the Churchfields side to give more flexibility. Heating will be expensive – the current heaters had telescopic flues which would encompass the increased width of the walls if they were kept. Philip Graham to be asked to include a heating specification, particularly for the upper room, where the heating has been faulty from the start.</p>	
11.	<p>REPORTS FROM MISSION AND WORSHIP SUB-COMMITTEES had been pre-circulated and were received.</p>	
12.	<p>GROUP COUNCIL to meet on Tuesday, 19th May.</p>	
13.	<p>FUTURE PCC MEETING DATES 2015/16: Agreed to have these on Wednesdays: July 1st; September 9th; November 11th; 2016: January 13th; March 9th and APCM on April 27th.</p>	
14.	<p>ANY OTHER BUSINESS:</p> <ul style="list-style-type: none"> • APCM Reports. Proposed by G. Silsbury and agreed, that these should be available before the APCM to give people the opportunity to read them and comment on them at the meeting. • B. McParland requested permission to submit to the Friends two quotes for the chancel lighting, for over £7,000 (both quotes are within £20 of each other) and a quote for the chancel carpet of £3095. Agreed. It was decided to defer replacing the upper room and stair carpet in the hall until the repairs had been done. • R. Collins raised his previous suggestion of a social committee to cater for various events. This was agreed, and P. Long offered to co-ordinate this and recruit suitable people. Hygiene certificates would be needed, which could be obtained on line for about £60, paid for by the church. • Date of the Christmas Fayre would be Saturday, 28th November. <p>There being no other business, the meeting closed at 9.25 p.m. with the Grace.</p>	JG

