

ST ANDREW'S CHURCH, READING STREET

Minutes of the Parochial Church Council held on Wednesday, 1st July 2015 at 7.30 p.m.

Item		Action
1	<p>OPENING PRAYER Rev'd Philip Musindi opened the meeting with prayer. <u>Present:</u> R. Collins, C. Eldred, D. Foster, S. Foster, J. Graham, P. Long, R. Owen, F. Pearse, G. Silsbury, B. Turp, D. Verrall, J. Vince, T. Waters</p>	
2	<p>APOLOGIES: B. McParland</p>	
3	<p>“I CAN SEE...” Book Project: Maxine Gregory attended to outline her proposed children's book, based on old testament bible stories, which she is writing together with illustrator Sabena Hawthorne. Both have offered the rights to St. Andrew's. The book was of a high standard and questions were put as to market research and target readership, bearing in mind that if we go ahead, we would in effect be spending parishioners' money. A print-run of 2000 copies, at £1 each, for which church could charge £5, was discussed, but there was the risk of not selling all of them; ideal would be to sell in blocks and have the bulk sold within a month of launch. Michael Hawthorne had offered £1,000 gift-aided to underwrite the project. Maxine had contacts in marketing, and outlets in mind, also possibility of internet access via Amazon and Matador.</p> <p>In conclusion the PCC agreed in principle to go ahead, with the leadership team taking it forward. In the meantime, Maxine was asked to find out:</p> <ul style="list-style-type: none"> • how many books similar to hers had been sold by the publishers, Matador. • Start with 1,000 copies – what would be the cost if we wanted to order a second run of 1,000? • how long between submission of manuscript to publication? Publication by September would be ideal after schools return from holiday. 	<p align="center">LT</p>
4	<p>MINUTES OF MEETING OF 14TH MAY 2015: were approved, proposed by T. Waters and seconded by G. Silsbury.</p>	
5	<p>MATTERS ARISING Confirmed Gift Day on Saturday, 3rd October, the day before Harvest Festival. <u>Magazine:</u> Rev'd Musindi meeting with Pauline Jackson concerning the printing, with more being needed for distribution within St. Andrew's. <u>“Way Ahead”:</u> Sidesmen are wearing badges. Thanks recorded to Claire Jones for doing the artwork. J. Vince had nearly completed photographs of the PCC for display on a noticeboard, together with copies of approved PCC Minutes. The meeting was reminded of a redundant noticeboard at the back of the church which may be used to accommodate photographs (suggested 4”x4”) and Minutes, if suitable. It was also agreed to publish approved Minutes on the website. <u>Organist:</u> Rev'd Musindi would remind Susan Honnor that she needed to formally reply to our letter confirming her services following the three-month probationary period.</p>	<p align="center">PM</p> <p align="center">JV/JG</p> <p align="center">DF</p> <p align="center">PM</p>

	<p><u>Administrator:</u> Simon Kemp was now back at work.</p> <p>5.9: <u>Future Plans:</u> Rev'd Musindi was not on the MMC as stated, it being still to be decided who will replace Rev'd Cruickshank. Also, D. Foster is the Broadstairs Area representative, not the Group Council representative.</p> <p>5.14: <u>Social Committee:</u> P. Long was hoping to have this in place by Christmas. Investigate applying for hygiene certificates on the internet, as a cheaper option.</p>	
6	<p>RE-IMAGINING MINISTRY</p> <p>Rev'd Musindi referred to the initial meeting of the Churchwardens from the 3 churches and a representative from Harvest, held on 28th May with Archdeacon Sheila (see Minutes previously circulated) and the subsequent meetings with two facilitators which so far had resulted in a template to aid further discussion of what we all had in common, what we need to stop doing, continue doing, and start doing. He read from an email sent by the Archdeacon, essentially reiterating the points from the 28th May meeting underlining the importance of viability, realistic financial projections for the next 5 years, shape of posts and plans for growth.</p> <p>On the financial projections, the treasurer raised his concern that after producing his five-year plan based on actual figures, he had learned of a proposal to abandon the Deanery FAPS system and return to the Diocesan method of allocating the Parish share from 2016 which would result in a 10% increase in St. Andrew's share over the next 5 years. Under the old system our Parish share should have been lower than we have been paying; now it will be £19,000 more in actual Parish share than the Deanery system had calculated, and over the past three years we have paid over £19,000 more than the figure calculated under the FAPS. If the new system is implemented we will pay over £32,000 more than if the present system remains. The Treasurer's concern was that if he has to adjust the figures he cannot put forward a plan to show we are viable, as the share would go to £67,000 over a five-year period. This is a one-off change from the Deanery to the Diocesan system and the transitional arrangements would be difficult. It was proposed that the Treasurer should present both sets of calculations as an argument to show that the goalposts had abruptly changed since the five-year financial plan was requested. There needed to be serious discussions on this, especially as we are already committed to paying £5,000 a year off the arrears. We need to help the Diocese understand that in order to come up with a Parish plan, then a Group plan, we need to understand the changing pattern and the costs needed to make it all work. At present the Deanery's costs are not being met. We need to look at ways of improving attendance at church and increasing income. All areas are being asked to do the same. PCC members were urged to think about this and forward any ideas to Rev'd Musindi or the Churchwardens. The next meeting of the Broadstairs Group representatives with the facilitators is on 14th July, when the template will be discussed, and the PCC will be kept informed of progress. It is envisaged that the Harvest group will join the Broadstairs Group – this is a community of Christians, set up by Bishop's Order, who meet at the University Campus in Broadstairs. They are a self-motivated group covering the whole of Thanet and are paying their Parish share.</p>	
7	<p>FINANCE</p> <p>The pre-circulated terms of reference were approved with the following</p>	

	<p>amendments: add “and church commissioners best practice advice” to “Aim”; change “priest in charge” to “Vicar” under “Objectives”.</p> <p>The Treasurer's pre-circulated reports were reviewed and the generous legacy from Jean Vince of £17,906 was gratefully acknowledged. This was unexpected money and the congregation would be informed of her gifts to the church and the Voyagers via the news-sheet.</p> <p>The recent Summer Ball and Summer Fete had both been very successful, raising £1,823 and £3,411 respectively, and a vote of thanks was recorded to Peggy Long and Jean Hefford for organising and taking the risk on the Ball and also to them and their helpers for the successful fete.</p> <p>The next Finance Committee meeting will be on 7th July at which the Gift Day will be discussed.</p> <p>Completing the Charity Commission registrations is proving to be a lot of work but is progressing and the bank signatories are being amended to two out of Rev'd Musindi, B. Turp, G. Silsbury and B. McParland.</p> <p>The Treasurer was looking at various options for a software package, for general Bank accounts and a Gift Aid package, compatible with Holy Trinity and St. Peter's, costing in the region of £350. The Government will charge £75 to change the Gift Aid package, which was agreed by the PCC in principle.</p> <p>The present method of recording cash, such as plate contributions will be improved, by using sealed bags, checked and signed by sidesmen with a similar system for money handed in at the office. A budget of £500 was agreed and the Treasurer will keep the Leadership Team informed. The quota payments were up to date after being a bit behind in April, but caught up in May, thanks to the successful fete. Financial forecasting was important, and sub-committees and the junior church leader were asked to inform the Treasurer in advance of any perceived expenses. Forecasts for next year will be needed by the middle of October, for the November PCC.</p>	BT
8	<p>CHURCH HALL: Tenders for the various options were now awaited from the architect who had re-visited the Hall. It was estimated that £100,000 would be needed to get up to specification and Chris and Chris Naumann had agreed to lead the fund-raising which would be from external sources.</p>	
9	<p>MISSION COMMITTEE: The Minutes had been pre-circulated. It was noted that the second family service will be on Sunday, 19th July and will be advertised in the news-sheet.</p>	
10	<p>ANY OTHER BUSINESS: Rev'd Jonathan Cruickshank's last service at St. Peter's will be on Sunday, 26th July. It was agreed to let the St. Andrew's congregation know that if they wished, they could leave a contribution to a collection for a gift for him.</p> <p>There being no other business, the meeting closed with the Grace at 9.05 p.m.</p>	