

## ST ANDREW'S CHURCH, READING STREET

**Minutes of the Parochial Church Council held on Wednesday, 11<sup>th</sup> November 2015 at 7.30 p.m.**

Item		Action
1	<p><b>OPENING PRAYER</b>                      Rev'd Philip Musindi opened the meeting with prayer. <u>Present:</u> D. Box, R. Collins, C. Eldred, D. Foster, S. Foster, J. Graham, P. Long, B. McParland, R. Owen, F. Pearse, G. Silsbury, B. Turp, D. Verrall, J. Vince</p>	
2	<p><b>APOLOGIES:</b> T. Waters</p>	
3	<p><b>MINUTES OF LAST MEETING:</b> The Minutes of the meeting on 9<sup>th</sup> September, 2015 were approved, proposed by R. Collins, seconded by G. Silsbury.</p>	
4	<p><b>MATTERS ARISING</b>                      4.4: <u>Hygiene Certificates:</u> There was a query over whether these were needed, but it was thought, as we would be selling to the public, that proper enquiries should be made from Thanet Council.                      4.4: <u>PCC Noticeboard:</u> Thanks to J. Vince for photographs and all involved. This was now on display in the church.                      4.6: <u>Church Army evangelists:</u> Rev'd Musindi has met them, they are producing videos to introduce themselves and will deliver the Lent lecture to the Broadstairs Group on 13<sup>th</sup> February. It was hoped they could visit St. Andrew's some time after Easter. This prompted the need to do more ourselves in terms of interactions with older children and would be raised at a Mission sub-committee.  <u>Data Protection:</u> The Administrator, Simon Kemp's, appointment as Safeguarding Officer was approved by the PCC.                      4.11: <u>Battle of Britain Sunday:</u> Maurice House residents had not been able to attend because of shortage of helpers at the home. It was resolved to manage these events better in future by planning earlier, meeting with the Manager and convincing the home that St. Andrew's would be able to provide assistance in getting people into church. Information and the newsletter to be sent to them in future.                      4.12: <u>Candles:</u> There has been a return to using oil-filled candles in view of the problem of wax dripping on to the curtains and carpets.                      4.12: <u>Harvest Songs of Praise:</u> had gone well. Thanks to B. Turp for providing finest nibbles.                      4.12: <u>Lent Lectures:</u> February 13<sup>th</sup> Church Army evangelists at Holy Trinity; February 27<sup>th</sup> Kerry Thorpe at St. Peter's; March 5<sup>th</sup> David MacDonald at St. Andrew's. All start at 12 noon followed by soup.</p>	<p><b>PL</b></p> <p><b>PM</b></p> <p><b>Worship/ Mission</b></p>
5	<p><b>CORRESPONDENCE:</b> Notification received from Bishop Trevor that Archdeacon Sheila will relinquish her role, effective from 6<sup>th</sup> January, after 13 years at the Diocese. Rev'd Musindi had sent her a card on behalf of St. Andrew's.</p>	
6	<p><b>Book: "I Can See":</b> This is now complete, invoice paid and is being printed. It was agreed to sell as many as possible at upcoming Christmas Fairs – a list of these to be put up in Church and people asked if they could help sell the books, also publicise in the News-sheet. Enquiries to be made at Callis Grange, Newington and St. Peter's School Fairs. The agreed policy was to sell for £5 at our</p>	<p><b>JG</b></p> <p><b>FP/RC</b></p>

	Fair, and at other Fairs, £1/book to be given to the venue in lieu of a pitch fee. Proposed by B. McParland and agreed. G. Silsbury offered to be responsible for storage of the copies in church, ensuring they were well wrapped against damp, dust, etc.	GS
7.	<b>Deanery Update:</b> D. Foster, who has now been confirmed as a member of the Diocesan Synod, reported that there had not been a meeting since July when there had been a video about welcoming people into church. At a Diocesan meeting on 7 <sup>th</sup> October a rise of 2% next year in the Parish share across the Diocese was announced. Father Jim Rosenthal was moving on from St. Nicholas and the living at St. Mark's had been suspended. Andrew Jacobson will be appointed as Priest-in-Charge at St. Mark's, Ramsgate (he has been the Vicar of St. Laurence since the beginning of the year; he will now also become Priest-in-Charge at St. Mark's). A request had been made to St. Andrew's to hold a Deanery Synod meeting here on 3 <sup>rd</sup> February. Interviews to be held for the vacancy at Holy Trinity next week; 3 candidates from 10 applicants. St. Peter's had been asked to do more work on their profile, which is now approved. The relationship of the MMC (Ministry and Mission Committee) to the Deanery he described as similar to that of the Leadership Team to the PCC and the Conversation Groups as aligned with the work the Rev'd Musindi and the Broadstairs Group Churchwardens have been doing recently, although involving more people, including congregations. This was exemplified in that the congregation at St. Mark's opted to combine with St. Laurence. The MMC also focuses on the resources available across the Deanery. The key things are numbers in congregations and money.	
8.	<b>Broadstairs Group Ministry:</b> Three interviews are taking place next week at Holy Trinity and it is hoped in February/March for the vacancy at St. Peter's. The group representatives will be meeting again in two weeks' time. The St. Andrew's paper has been accepted and ratified by the Bishop, with areas needing work identified.	
9.	<b>Finance:</b> The Treasurer had pre-circulated his detailed report. The arrears stood at £27,826.35 at the beginning of the year (from over £33,000 originally) and we have now paid off £5,000 from the historic deficit, plus the monthly contributions up to the end of September. With an anticipated £2,000 in tax rebates, and income from the Christmas Fayre, the Treasurer was hopeful that the remaining 2015 Share of £14,313 could be paid from normal income, but if not would have to be taken from the Unrestricted Reserves, as it was imperative we pay the Quota in full this year. Hall income is lower than expected, but tax refunds higher than expected. On the legacy from Jean Vince, the Treasurer explained that her solicitors have confirmed that her will states "it is her desire that the inheritance received by St. Andrew's Church is spent on works to the fabric of the Church Building". It was confirmed by John Vince that the Church and Hall was intended as one entity in this phrase. The money is presently in the Restricted Account and the Treasurer was investigating the Church of England Deposit Fund in order to maximise the interest return. This is a CCLA fund, giving a higher rate of interest than the Banks although there is no entitlement to benefits under the Bank compensation scheme. The Finance Committee will discuss the use of these funds, but ultimately, the PCC and congregation will need to decide. The distinction between this legacy and money from the Friends is that the legacy covers Hall and Church, not just the Church, as is the case with the Friends' grants. <b>Software:</b> As agreed by the Finance Committee, a package from Data Developments has been purchased at a discounted price of £308, much lower than the £500 budgeted. This was hoped to be up and running for the start of the new financial	

	<p>year on 1<sup>st</sup> January.</p> <p><b>Gift Day:</b> Donations amounted to £6,569, to be split between the Historic Arrears Fund and General Reserves. An anticipated £1,500 was expected from tax refunds. The leaflets advertising the event had been costly but were professionally done; the format could be re-used for other events. The leaflet distributors did an excellent job and it was discovered that had they also printed them, they would not have charged VAT. The Finance Committee would meet in January and discuss the future format of the Gift Day; the Treasurer commented that if the Broadstairs churches could act as one, and co-ordinated the activities, the costs and benefits could be shared.</p> <p><b>“I Can See”:</b> The invoice of £2,422 had been paid. In his written report, the Treasurer acknowledged the generous £2,000 (gift aided) donated by members of the congregation which had left a shortfall of £422 which he had taken from the Reserves, intending to replace that amount when the tax refund of £500 was received at the end of the year. Printing could now take place and delivery was awaited. Income to be kept separate until a decision is made as to its use.</p> <p><b>Voyagers:</b> It was agreed by the PCC that, in accordance with a request from the Voyagers Mission Group, a bank account be opened in their name under the overall control of the PCC, as Trustees. The “St. Andrew's Church Voyagers” account will have separate signatories from the main account but be scrutinised by the auditor and incorporated into the annual financial report. This will also enable them to use our Charity Commission registration and claim Gift Aid on eligible donations. The Treasurer also proposed a member of the Voyagers Group sit on the PCC.</p> <p><b>Deanery Discussions on the Financial Position:</b> The usual meeting with the Archdeacon, Diocesan Treasurer and Area Dean to discuss our financial position is a little uncertain at present, given the departure of the Archdeacon and the change in Area Dean, both of whom were sympathetic to our cause. The Treasurer expressed his concern that with our Quota rising next year it will be difficult to pay £5,000 off the historic arrears in 2016. In addition, because of the change from the Deanery (FAPS) system to the Diocesan system, we will be “playing catch up” as we always paid less under FAPS than the amount set by the Diocese. We are now likely to see the 2016 share to be in the region of £60,000. On present projections the share could rise to £70,000 over the next five years.</p> <p>The Treasurer distributed figures on 2015 income and expenditure. On the income, we were where he expected us to be. On expenditure, he had incorporated other ideas from sub-committees but had not included a Gift Day for 2016, without which there would be a £5,000 loss. Ideally, he would like to separate out the one-off items from regular income. A May Ball next year could be agreed, if the Pavilion is again available free of charge. The budget for 2016 was agreed in principle (on what is known at present) but only on the basis that it was balanced. In particular, if we don't have a Gift Day we need to have an additional event to raise any extra funds required. On these conditions, approval was proposed by R. Collins, seconded by D. Box and approved.</p> <p>The Finance Committee will look at the Gift Day Format; any suggestions to be given to the Treasurer.</p>	<b>All</b>
10.	<p><b>Church Hall:</b> The Minutes of the Hall Committee meeting had been pre-circulated. G. Silsbury had met with the architect, Philip Graham, and distributed a timeline and options proposals paper which were discussed. The purpose was to agree the Principle Task – that the building is in need of repair, and then consider the Secondary Task – carrying out changes to design, improving the layout of the hall, opportunities for use and income. Finally, there were a series of options to be</p>	

	<p>agreed, in priority order.</p> <p>The hall would have to be closed, probably in July/August and planning permission would be sought before a contractor hired. The Diocese was interested in following the scheme but did not think a Faculty would be required. The cost would need to be known by the end of March, also whether Chris and Chris Naumann agree to obtain the funding, otherwise the opportunity would be lost for this year. The neighbours would be involved in that they would receive notice of the planning permission application and it was planned to engage them with the improvements, such as the colour of the cladding, etc. Informal meetings to be held with them, and they would be shown the plans. G. Silsbury proposed renaming the hall as “St. Andrew's Community Hall” which he felt would work better with fund-raising organisations and outreach. This was agreed. A vote of thanks to Graham Silsbury for his extensive work on this was proposed by B. McParland and endorsed by the meeting.</p> <p><u>Options to be considered:</u> Members were asked to let Graham know if they thought any of the options should be removed. A query was raised about the remotely operated Velux type windows in the south side ceiling, in terms of the possibility of the mechanism failing, but it would be necessary for these to open to provide ventilation and from past experience, similar windows had proven reliable. Another concern was the removal of the windows on the south wall in order to create a “presentation” wall and back drop for a stage. There was a concern expressed that there would not be sufficient light from the other side of the hall, but the justification for this was that the velux windows in the ceiling should provide sufficient light. G. Silsbury also undertook to re-look at the position of the stage on the drawings. At the end of the discussion, all were in favour of the plans, albeit still with a reservation about the removal of the south wall windows.</p>	
11.	<p><b>Reports:</b> Reports received from the Mission Committee's meetings on 16<sup>th</sup> September and 21<sup>st</sup> October, the Worship Committee meeting on 28<sup>th</sup> October and the Hall Committee meeting on 4<sup>th</sup> November were received and approved as read.</p>	
12.	<p><b>Any Other Notified Business:</b></p> <p><u>Christmas Arrangements:</u> Services were set out in the Worship Committee's report. A plea was noted for consideration of having the Nine Lessons and Carols on a different date from Christmas Eve, as Christingle and the midnight communion, followed by Christmas morning, took a heavy toll on the choir's voices. The Mission Committee had raised the possibility of having Carol singing at Maurice House, (and possibly other venues), with the choir augmented by members of the congregation. To be considered for future years, would work well with the “outreach” theme. In addition to the Voyagers' communal Christmas card, it was suggested giving to a nominated charity. A notice could be put in the news-sheet at the beginning of December, having a different charity each year – Pat Price to be asked to choose the charity. Bear in mind for next year. <u>Christingle:</u> Sidesmen/organisers to be aware of keeping a clear escape route by not clogging up the side aisles with extra seating. Aligned to that, it was suggested sidesmen remove walking aides from side aisles during services, returning them to the people concerned at the end of the service. The Christmas tree had been ordered for the 28<sup>th</sup> November weekend.</p> <p><u>Chalice administrators:</u> Two administrators had stepped down and been replaced by three more, which should avoid the occurrences when more than one choir member had been assigned.</p>	<p><b>Worship/ Mission Cttees</b></p> <p><b>Church- wardens</b></p> <p><b>Church- wardens</b></p>

Next PCC meeting scheduled for Wednesday, 13<sup>th</sup> January. Dates for PCC meetings during 2016 to be emailed to members.  
There being no other business, the meeting closed at 9.50 p.m.

**JG**