



Minutes of the Meeting of the Parochial Church Council

held on 29th March 2022

Present:

Jonathan Ward, Rector	Sybil Andrew
Marc Bassot	Bill Derham
Lenka Ellmann	Sarah Fletcher
Sarah Morgan	Sally Munns
Jeff Seabrook	Penny Seabrook
Louise Stockdale	Jeremy Tagg
Philippa Tagg	

1. **Apologies** were received from Richard Ford, Annette Pinnell, Martin Pinnell. Jon opened the meeting in prayer.

3. **Finance** (awaiting the arrival of Philip Landergan on Zoom). Lenka reviewed her Financial Statement for the financial year 2021.

Income in FY2021 - £202,996.21 v. FY2020 - £183,891.17, year on year the difference was favorable £29,650.90.

- * regular giving £171K v £175K in previous year, minor year on year deficit of 2% or £3.5K
- * one off giving £38K v £9K in previous year, increase in FY2021 due to legacy gift of £10K
- * various grants and specific giving mainly towards Lighting Project of £28K

Expenses in FY2021 £242,996 v FY2020 £191,869.63. year on year difference £51,126.72

- * one off Lighting Project cost £80,995.99 accounts for majority of the cost increase yoy. Trustees planned and anticipated for the cost of the project in the annual budgeting cycle
- * savings achieved throughout the year come mainly from –
agreed reduction in Diocesan Quota £9,700
attrition of 2 staff members resulting in £13K cost saving year on year

Overall financial year 2021 ended in deficit of £33K, this was expected, and deficit has been covered by Reserves.

Small adjustments to the above numbers are expected by the Examiner, these will be minor adjustments and will not materially change 2021 results.

Philip Landergan then joined the meeting on Zoom

A discussion then followed –

Endowment fund – dates from legacies left back in the 50's. Income to be used to maintain churchyard (now the responsibility of the Council). The investment has increased in value – can we touch it? Maintenance can

be taken broadly – repair to gravestones is a legitimate expense. What about the lychgate? Some work is required. Where is the original paperwork?

Lighting project – grants against the project to be put into the accounts – in one place please. Amounts of grants received will be emailed to Philip

The accounts were approved subject to the changes agreed with Philip. **Lenka will write up the whole of the lighting project.**

The PCC was asked to email Lenka with any comments. The accounts need to be available to the church one week before the APCM.

Lenka thanked Margaret for all her support.

The Finance Sub-Committee report for the period 28th Jan. to 26th March had been circulated to the PCC – no comments.

Action:

- **Lenka to write up the Lighting Project. PCC members to email Lenka with any comments on Finances. Locate paperwork re Endowment Fund.**

2. **Minutes of the PCC meeting held on 27th January 2022** – these minutes were approved and there were no matters arising.

4. **APCM**

PCC members – one new nomination so far (Julia Cernoch). Karen Williams did not wish to stand again, Martin is happy to stand again if needed, Lenka could be ex-officio.

Churchwarden – no one has yet come forward to replace Bill.

Welcomers – it was noted that more volunteers were needed and announcements would be made accordingly.

A suggestion was made that report writers could identify themselves for the benefit of newcomers to the church.

5. **Sabbatical**

Jon confirmed that his sabbatical would be from 7th May to the 25th August. He will discuss with the wardens re Chairing the June/July PCC meetings and the church will be informed – verbally and in printed form – regarding all areas of responsibility during his absence.

Action:

- **Jon to circulate details of practical arrangements during his sabbatical – verbally and in printed form**

6. Churchwardens' update

- * The full SJs electrical test and PAT testing as required by our insurers passed. Unfortunately all the ceiling lights have an integrated bulb & light fitting – an estimate of £220 to replace 4 faulty lights and the emergency light was approved.
- * Storm damage - CES refitted free of charge one of the new outside lights above the stairs to the bell ringing chamber, the gutter has been repaired and the large tree by the outside stairs has been cut back.
- * Both Parish Returns - Statistics for Mission and Articles of Enquiry - have been submitted.
- * Victory at last with Castle Water – our bills have been recalculated - £68 rather than £1574!
- * Bill has formed a Maintenance Team to deal with routine issues at the church and at SJs.
- * A maintenance plan will be circulated to the PCC by email.

No progress has been made with the damp wall which is no worse but it was felt someone should be called in to deal with this – it may be rising damp.

We need to find a replacement for Felicity on the SJs Committee. Should the role of SJs be made known again to the church?

Action:

- Investigate damp wall

7. Open letter on Environment – it was agreed to put our name to this.

8. Inclusion

Penny has submitted a full report for the APCM. We currently have 3 young people with special needs and 2 are going to Caroty Wood. Welcomers to the church service will be given some guidelines to support as necessary. It was felt that better support could be given to young people like Grace within DLC.

DLC leaders could discuss provision with the Inclusion Team.

It was noted that a sign outside indicating Wheelchair Access could easily be put in place.

Action:

- Penny Seabrook to source a sign and liaise with wardens to ensure it is erected.

9. Safeguarding

The Safeguarding Report had been circulated to the PCC with new volunteers being signposted to the Diocese safeguarding training. All PCC members are requested to complete the "Raising Awareness of Domestic Abuse" online course – link circulated with the report. Sarah and Michele recently spoke to the congregation at the Sunday morning service on the importance of Safeguarding and this will be repeated at regular intervals. Every year the PCC agrees to adopt the "Safe Church" Document.

10. Any other business

Jeremy will speak with John Barter with regard to a "War Graves" notice in the churchyard. There is some money available for this.

It was agreed that after Easter the main service will revert to the old time of 10.00 am with coffee afterwards. The earlier service will revert to 8.00am. **The bellringers will need to be informed.**

There had been no response to our advert for a Families Worker – a late application would be OK. Is there anyone from within the church? Training would be available. Some frustration was voiced that none of those who have grown up in our church were interested, but it was also noted that there is a natural and healthy inclination for our young people to spread their wings beyond West Wickham.

Village Day 2nd May in Blakes Park. Churches Together wants to go ahead but a team would be needed. St. Mary's would be responsible for Messy Church. St. John's could put up the tent again but more support from other churches is needed. **Jon will talk with Hazel about this.**

A good number have signed up for Caroty Wood – but there are spaces left and we will give people a nudge over the next couple of weeks.

Action:

- **Jeremy to speak with John Barter re War Graves notice in churchyard.**
- **Jon to speak with Hazel re Village Day.**
- **Bellringers to be informed of new time of 10.00 am for the morning service.**

11. Next meeting – Monday 13th June

The meeting finished with prayer with special appreciation expressed for all the work behind the Accounts.

Signed

Date