



Minutes of the meeting of the Parochial Church Council

held on 24th November 2022

Present:

Jonathan Ward, Rector	Sybil Andrew
Jackie Barter	Marc Bassot
Julia Cernoch	Sarah Fletcher
Richard Ford	Sally Munns
Jeff Seabrook	Penny Seabrook
Louise Stockdale	Jeremy Tagg
Philippa Tagg	

- 1. Apologies for absence and prayer** - Apologies were received from Lenka Ellmann, Annette Pinnell, Martin Pinnell. Jon read a passage from Romans and we then had a time of shared prayer.
- 2. Minutes of the PCC meeting held on 12th September & matters arising** – these were approved and signed – there were no matters arising not on the Agenda
- 6. Finance update** (Roger Jordon reported in Lenka's absence)
 - a. The Finance Sub-Committee report** was received and noted. Roger reported that the expected income for 2022 was around £138,000, down from Budget figure of £165,000 but Expenditure was down from £171,000 budget to around £133,000. The final figure would depend on Allocations and receipt of final expenses claims/donations. It was noted that CHCUFC might discontinue in the not too distant future.
 - b. Allocations** - it was agreed that one off final donations for 2022 to Krupa and Link to Hope would stand but that we would not donate to the Bible Society and CHCUF this year. Donations to UCCF and CUI have also ceased. With regard to allocations for 2023 - we would communicate the decision regarding CHCUFC, possibly via Warwick. It was agreed to increase the allocation to Steve Read to £1,700 and Jon will communicate this to him. It was agreed to ask Steve to speak at one of our Sunday morning services in the New Year. Other allocations for 2023 would remain the same as they had been for 2022.
 - c. Fees** - for Weddings - it was agreed to increase the fee for Heating to £30 (from £20), also the Verger fee to £60 (£55). For Funerals - Verger fee £45 (£40). For travel expenses to the Crematorium - £15 (£10), for the Gravedigger (interment of ashes) increase to £50 (£45). It was agreed that the other figures would remain the same.

d. **Parish Administrator Pay Review** - this was last reviewed in March 2019. It was agreed to increase the hourly rate to £13.00 (current rate £11.50).

Roger confirmed that we currently hold around £92,000 in -general reserves.

Action: Communications to CHCUFC and Steve Read, also to Margaret.

3. Vision & Priorities Progress (following meeting 11th October)

Jon felt that the PCC found the October meeting a difficult exercise. He suggested that he should draw together the main threads of PCC discussions from throughout the year, combine those with his own ruminations and formulate some priorities/proposals for the short and longer term. He will present these to the PCC in the New Year for consideration. It was agreed that this item would be on the Agenda for the 26th January 2023 meeting.

Action: Jon to draw up priorities and present these to PCC in the New Year in readiness for discussion at the January meeting.

4. Families Worker update

Jo was disappointed at the response after her interview but had confirmed she was still interested. She has agreed to come to one of our Sunday morning services in January. Jon had a hunch that she was looking at another position and she may grow cold. However, it was felt that the decision to postpone was right.

We will have to wait and see whether she pursues the position with us, but if not, then we can discuss the matter further with the diocese, including the possibility using the house which was provided for Peter Churcher.

5. Basketball court development

We had received confirmation from Vision Homes that they would not be proceeding with the development plan which included provision of a church hall. They had asked if there was anything in the existing church building they could help fund. We pointed them to the works in the Quinquennial report and our desire for a disabled toilet. They were amenable to these proposals, and also indicated a willingness to gift us the land that is currently being used a car park. This could provide funding for necessary building works for the next 5 years, in turn freeing up money for the Families Worker post.

Jon is waiting to hear back from them, and it was acknowledged that the planning matters tend to move slowly, so we won't know if we have secured these benefits for some time yet.

7. Christmas Programme

Carol service - 16th December **7.30 pm** (to allow World Cup final to be watched)
2 Christingles
Midnight communion Christmas Eve
2 services Christmas morning

There would be no Christmas meal for the elderly this year as some key members of the team were no longer available - plans for 2023 would be put in motion earlier in 2023. Small gift packages would be given to those who might be lonely over Christmas.

The Christmas message round the parish is now available for distribution.

Action: Gift packages (Penny & Sybil), Christmas message round parish (Sybil to organise).

8. Wardens' update - their report had been circulated to the PCC in advance

The issues with the boiler, phone line & alarm have been dealt with. There are documents that need to be updated and agreed by the PCC. They will be circulated and put on the Agenda for the PCC meeting on 26th January 2023.

Action: Documents to be updated and circulated to the PCC, also put on Agenda for January meeting.

9. Safeguarding

Issues regarding SJs will be discussed with Jeremy. DBS checks were up to date or in hand. Sarah reported that she and Michele have to react to every situation and then make a judgement.

Appreciation was expressed to Sarah and Michele.

10. SJs report

QUEST is very keen to start its monthly Friday evening sessions in January. The management team has found the current User Agreement but it needs updating. It was agreed to suggest they offer a donation to SJs rather than fix a fee with them. This type of use may well help us down the road when making applications for grants.

Jeremy and Richard are looking into the possibility of recruiting to the Management Team and were currently in discussions with some potential helpers.

Jeremy will continue to investigate the issue of water coming in at the flat roof and try and draw together users of SJs to ensure consistent use of things like heaters, TV, Coffee Machines in SJs.

Action: Management Team to: (i) Update the User Agreement, correspond with QUEST and recruit to management team; (ii) Meet with Users to ensure consistency of use of appliances; and (iii) Address leak in roof.

11. PCC dates 2023

Jon will circulate these to the PCC.

Action: Jon to circulate dates to the PCC.

12. PCC Christmas Dinner - 12th December

It was agreed to have a Chinese take-away. Jon and Bron will organise. PCC asked to let Jon know if they can attend, also if they will bring someone with them.

Action: Let Jon know who will be attending

13. Any other business

Marc raised the issue of the **Verger**. Jon clarified that Peter Bryan is employed as a cleaner not as a verger. His job description is available to view. This system does need updating as the church was not cleaned after a recent wedding due to lack of communication.

Warm spaces - Richard F. commented that it is good to see St. John's people supporting the space at St. Francis. It would be good to spread the word that this was not solely a social spot but that Wifi was also available upstairs. He confirmed that a list had been circulated at St. John's.

Grace - Louise asked that those leading the service might give Grace time to repeat, as she likes to do, before continuing.

Pews - could some be removed to allow moveable space? This had been discussed at PCC before Louise was a member. It was agreed that this be on the Agenda for a future meeting.

Distribution of PCC Minutes - Jackie asked if they might be distributed nearer the time of the meeting. This was not a problem.

Action: Peter's Job description to Marc B; Spread the word of Wifi availability at St. Francis; Service Leaders to be asked to give Grace time; Pew issue to be on Agenda in a 2023 meeting.

14. The next meeting will be held on 26th January 2023, 8.00 pm at SJs unless venue changed.

Signed

Date.....

