

**St Andrew's Church**  
**PAROCHIAL CHURCH COUNCIL**

Minutes of the meeting held on 9<sup>th</sup> December 2021 via Zoom

Present: Rev. Dr. Steve Griffiths, Paul Edwards, Adele Barwood-Symmons, Barry Snelgrove, Dinos Kousoulou, Claire Reilly, Rob Barwood-Symmons, Ruth Mackay, John Tanner, Paul David, Tony Leach, Lekish Atkinson, Tracey Jenkins and Sue Saull, Louise Sear

1. Opening Prayer

1.1. The Rev. Dr. Steve Griffiths opened the meeting with prayers.

1.2. Congratulations were extended to Laura Bruce for the birth of her daughter and to Paul David for his retirement.

2. Apologies for absence received from: Illy Duce, Emma Opong-Addai, Richard Berndes, Laura Bruce, Lowri Banfield, and Alison Paing

3. Declarations of Interests. John Tanner declared his employment connection to the Lottery.

4. Minutes of the meetings held on 28<sup>th</sup> June, 7<sup>th</sup> September and 22<sup>nd</sup> September 2021

The minutes of the 3 meetings were approved by those members who were in attendance and will be signed at an appropriate time.

5. Matters Arising and Actions and Decisions.

There were no matters arising.

6. Safeguarding Issues. Tracy reported that no issues had been reported to her. However, the issue of completing DBS checks for the PCC members is still outstanding and following the resignation of Simone Berndes it is unclear which members have had their checks completed. It was agreed that Steve, Tracy and Dinos would meet in the new year to ensure all members of the PCC have completed their checks.

**Action: Steve, Tracy and Dinos**

7. Finance Matters.

7.1. 2020 Accounts

Management Accounts

Rev Steve Griffiths presented the quarter 4 accounts reflecting the position to date.

These showed a slight deficit of £302. However, the overall position of the Accounts indicates a healthy balance projected for the end of year.

The meeting noted the difficulty in having the boiler maintained, leading to additional costs above the estimate. An invoice needs to be issued to the Kedleston Group to cover the costs of Insurance. It was agreed to establish a log of any deferred building work due to the Restoration project.

**Action: Rev Steve Griffiths**

7.2. Common Fund Contribution 2022. This issue was debated at length by the PCC, reflecting the tension between making an appropriate contribution to the Common Fund

whilst there was uncertainty over the financial position in relation to the Restoration Project and continued uncertainty over contributions towards general running costs. **It was proposed by John Tanner and seconded by Barry Snelgrove “ that The PCC makes an offer of £63,000 towards the Common Fund and that if the finances of the PCC allow, an additional contribution will be made. The position to be reviewed once the 2021 Accounts had been finalised.”**  
**This was agreed unanimously by the PCC**

8. Archdeacon’s Visitation Report. The meeting acknowledged the positive report received following Archdeacon John’s Visitation in September. On balance, the PCC found this a helpful experience although there was some disquiet that the process did not allow an open discussion between the PCC, the Archdeacon and the Priest. The advantages of the process were also recognised.  
Dinos reminded the PCC that the recommendations made by Archdeacon John needed to be monitored.  
**Action: PCC to monitor the recommendations.**
9. Living in Love and Faith. Barry updated the PCC on the progress being made by the Steering Group which was established in March. The 5 stages recommended are being followed with the first 3 having been completed. It was planned to complete the final 2 phases and report to the PCC in March with a roll out across the congregation after Easter. The other members of the Steering Group expressed their thanks to Barry for his leadership in the process which they had found very helpful and informative.
10. Restoration Steering Group.  
Dinos Kousoulou presented his report on behalf of the Steering Group. All the proposed surveys have now been completed and it is hoped that once the reports had been received the Architects will produce final recommendations for the Steering Group and PCC to consider. There did not appear to be any issues of significance arising from the reports except for the Services report. Depending on the level of electricity needed, there might be a need for an additional supply to be connected to the Church. It was noted that Nicole Crocket had been appointed to assist with Fundraising and Community Engagement. Barry Snelgrove is leading on developing a community Activity Plan and on Community Engagement. Love Your Doorstep have agreed to partner with us on these elements of the Project. Finally, the National Heritage Lottery Fund has recommended that we submit as soon as possible an Expression of Interest which will be the initial part of the process in applying for funding. The issue of recycling materials was raised and the meeting noted that in reality very little would be recyclable but where this was possible it would be.
11. ST Andrew’s Primary School. This item was deferred to the next meeting.
12. Worship Services Sunday 26<sup>th</sup> December. Rev Steve Griffiths requested the PCC’s permission to only have online services on the Sunday after Christmas Day.  
This was agreed Unanimously by the PCC.
13. Update on Children, Youth and family Work. The report circulated by Rev Steve Griffiths was considered by the meeting, we noted that the challenging financial situation. However, there is much to celebrate - the school links, TFG and the level of volunteers engaged with youth work. There was acceptance that there continues to be a gap in services for 11+ and Jo Griffiths has agreed to run training sessions for anyone interested in helping with Youth work and it is hoped to recruit up to 15 to be trained in the new year.

**The PCC agreed that a call for volunteers should be made in the new year and thanked Jo for agreeing to provide training for the volunteers.**

14. Vicar's Report

Steve presented his report and highlighted the achievements in progressing the Mission Action Plan. Lekisha was thanked for joining the team who present the online services. The Pastoral Care committee had been re-established. Rev Steve Griffiths explained that there was a national projection that next year would be a difficult year for Parishes with member of congregations disengaging and families being affected by financial pressures and that this trend was likely to be experienced in St Andrews.

15. Nominations to outside bodies

15.1 OLD Enfield Charitable Trust PCC nomination. Rev Steve Griffiths explained the confusing history behind St Andrews nominating 2 Trustees onto the Board of the Charity. Nominated trustees serve for a period of 3 years and historically they were selected by the Priest, he feels that in future that it is more appropriate that this should be the responsibility of the PCC.

John Tanner's term of office has ended and both John Tanner and Paul Edwards have expressed an interest in standing.

It was agreed that clear criteria and conditions needed to be developed for these nominations to enable the PCC to make informed decisions in the future.

It was accepted that the decision on the current appointment needed to remain with Rev Steve Griffiths however going forward this would rest with the PCC.

**After some discussion It was proposed by Barry Snelgrove and seconded by Paul David "That in future nomination to the Old Enfield Charitable Trust should be the responsibility of the PCC"**

**This was agreed unanimously.**

The PCC acknowledged the difficulty with the current situation that Rev Steve Griffiths was facing in having to decide between the two "candidates"

15.2 St Andrews School Governors. We noted that there were 2 vacancies and that Chris Willet had expressed an interest in continuing and Tracy Jenkins had also indicated that she would also like to stand.

**It was proposed by Rob Barwood-Symmons and Seconded by Louise Sear that Chris Willet and Tracy Jenkins should be nominated as school Governors to represent St Andrews.**

This was agreed unanimously.

The closing prayer was led by Rev Steve Griffiths.

Date of next meeting. 28<sup>th</sup> February 2022

Dinos Kousoulou.