

St Andrew's Church
PAROCHIAL CHURCH COUNCIL

Minutes of the meeting held on 17th October 2023

Present: Rev. Dr. Steve Griffiths, Paul Edwards, Barry Snelgrove, Debbie McGill, Dinos Kousoulou, Ruth Mackay, Alison Paing, Sue Saull, Louise Sear, Tony Leach, Irina Ponizova, Stephen Driver and Olive Cope

1. Opening Prayer

1.1. The Rev. Dr. Steve Griffiths opened the meeting with prayer for the people of Israel and Gaza and in particular those killed and injured in the blast at the Gaza Hospital.

2. Apologies for absence received from: Laura Bruce, Lekisha Atkinson, Lowri Banfield, Tracey Jenkins, Mark Thebridge, and Dorothy Kousoulou.

3. Declarations of Interests. Dinos Kousoulou explained the need for any member of the PCC to declare a personal interest relating to any item on the agenda where they or anyone known to them might benefit from a decision made by the PCC. They would then be required to leave the meeting for that item. Alison Paing declared a possible interest relating to item 16 Fabric Update and will leave the meeting for that item.

4. Minutes of the meeting held on 14th July 2023

The minutes of the last meeting were approved by those members who were in attendance with an amendment to agenda item 11 Finance Report. The figure £170,00 should read £17,000. The minutes will be signed at a later date.

5. Matters Arising and Actions and Decisions.

7.7 Safeguarding. Ruth Mackay reported that the DBS checks had still not been completed for all members of the Pastoral Care Team. Rev Steve Griffiths asked Ruth Mackay to remind Tracy Jenkins of the need for these checks to be completed.

Action: Ruth Mackay

9.3 Electoral Roll Officer. The meeting noted that Debbie McGill had offered to act in this capacity. The meeting thanked Debbie for volunteering.

11.1 Common Fund contribution 2024. Olive Cope asked if there had been any response from the Archdeacon regarding the need for the Diocese to make efficiency savings. Rev Steve Griffiths confirmed a letter had been sent but no reply had been received.

6. Safeguarding Concerns. The PCC noted that no concerns had been raised since the last meeting. It was agreed to ask Tracy Jenkins to provide the PCC with a report outlining the current position in relation to safeguarding compliance.

Action: Dinos Kousoulou to ask Tracy Jenkins for a report.

7. Lay Ministry developments. Rev Steve Griffiths gave an update on the development of Lay Ministry and the positive response there had been for the recent call for additional Volunteers. The meeting noted the very positive impact that Kate Ladd was having in relation to children and family work. It was noted that Richard Bunce had begun to re-establish himself as a Lay Minister at St Andrews and he would begin his ministry once

he had completed his safeguarding training. The PCC had to agree to Richard Bunce becoming a Lay Minister once his training had been completed.

It was proposed By Olive Cope and seconded by Paul Edwards that Richard Bunce should be appointed as a Lay Minister once he had completed his Safeguarding Training.

This was carried unanimously by the meeting.

Rev Steve Griffiths also informed the meeting that following discussions with Cherie Embelton, Cherie had agreed to start a theological course at St Edmonds College that could eventually lead to her becoming a Lay Minister.

It was Proposed by Ruth Mackay and seconded by Stephen Driver that the PCC should meet Cherie Embelton's course fees and provide her with an appropriate allowance for books etc.

This was carried unanimously by the PCC.

8. Chalice assistants. The following people had indicated that they would like to be included as Chalice assistants.

Kerry Meehan, Irina Ponizova, Kate Ladd, Chris Calder, Stephen Driver, Geraldine Clark Richard Bunce, Cherie Embelton, Angela Turner and Sammi Ferhaoui.

The PCC agreed that all the names should be presented to the Bishop for approval.

Action: Rev. Steve Griffiths.

9. Church opening. Dinos Kousoulou presented the report that had previously been circulated. It was noted by the PCC that the initiative had been well received by those who have visited the Church. The feedback from those volunteering was also positive and no significant issues had been reported.

Dinos Kousoulou felt that the initiative could be developed to include organised activities every 2 or 3 months but acknowledged the amount of work involved in organising such events.

The meeting noted the urgent need for additional volunteers, for Wednesdays.

Member of the PCC who also volunteer shared their experiences which reflected those covered in the report.

It was agreed that the initiative should be developed and that the Working Group would explore the issues highlighted in the report.

Action: Dinos Kousoulou to call a meeting of the Working Group.

10. Meditation Group. Olive Cope presented her report. The meeting noted the upcoming 100th meeting of the group. Olive Cope encouraged people to attend and spread the word about the group's existence.

Rev. Steve Griffiths thanked Olive for this ministry which has had a positive impact on people's lives over the years.

11. (a). Spiritual Formation: Small Group. Ruth Mackay presented the proposal to establish a small group to follow the Renovare course of studies. This would be a time limited course of 6 weeks run by Olive Cope in conjunction with Ruth Mackay. Sue Saul raised some concern that this might clash with the Breakout Study Group. The consensus was that as this was a time limited in person course it was sufficiently different not to impact on the Breakout Study group.

The PCC agreed that Ruth Mackay should explore this further, with the Course run over Lent in the first instance. and would underwrite any related costs.

11. (b) Bible Study group for women. Ruth Mackay sought the PCC's agreement to establishing a small in person Bible study group for women which she would lead, possibly meeting on a Saturday morning.
The meeting agreed that establishing a woman's only group was not an issue and ask Ruth to explore this initiative further.
Action: Ruth Mackay.
12. Lending Library. Ruth Mackay updated the meeting on the establishment of the library which she hoped would be functioning by the end of the month. She asked for additional contributions of appropriate books for the library. Ruth Mackay was thanked for all her work in establishing the library.
13. Finance Report. Rev Steve Griffiths presented the financial report. It was noted that the projections included the last quarter of the year the period October to December. The over all position was encouraging with a potential projected surplus of between £15,000 and £17,000. The significant increase in utility bills was noted and it was agreed that the increased costs needed to be reflected when setting the budget for 2024. It was expected that there would be several other variations between the budget and final expenditure figures but these should balance out.
Debbie McGill explained the Gift Aid and GADS schemes and confirmed that additional claims will be made before the end of the financial period.
14. Restoration Project. The meeting noted that Robin had now accepted an appointment in Cambridge and would no longer be undertaking any further research. Robin was thanked for all the work he had completed to date.
15. Fabric. Alison Paing retired from the meeting for this item. Rev Steve Griffiths updated the meeting on the progress on the proposed redecoration of the Church and the installation of new lighting. The meeting was reminded that a major cost was related to the need to provide scaffolding in the building, to complete the work to replace the lighting. Two quotes had now been obtained. One from Charles Cooper and one from A & R Design. Both quotes were subject to VAT but the PCC should be able to reclaim this element of the cost although this was not guaranteed. Following a discussion, the PCC agreed that all the work quoted by both companies should be carried out to maximise the costs of the Scaffolding.

**It was proposed by Dinos Kousoulou and Seconded by Barry Snelgrove that all quoted work should be commissioned through A & R Design subject to the necessary approval being obtained through the Diocese.
This was carried unanimously.**

16. A.O.B. Brookwater House Care Home. Tony Leach brought to the attention of the meeting this new care home in Palmers Green which wishes to contribute toward local Charities. They are offering several facilities in the home free of charge which might be of interest to the PCC for holding meetings and other events.
It was agreed that this would be worthwhile exploring to find out additional information.

The closing prayer was led by Rev Steve Griffiths.

Date of next meeting: 16th January 2024.

Dinos Kousoulou. PCC Secretary.