

St Andrew's Church
PAROCHIAL CHURCH COUNCIL

Minutes of the meeting held on 18th July 2022 via Zoom

1. Present: Rev. Dr. Steve Griffiths, Paul Edwards, Barry Snelgrove, Debbie McGill, Dinos Kousoulou, Ruth Mackay, Lowri Banfield, Alison Paing, Louise Sear, Tony Leach, Mark Thebridge and Irina Ponizova
2. Opening Prayer
 - 2.1. The Rev. Dr. Steve Griffiths opened the meeting with prayers.
3. Appointment of PCC Secretary. Rev Dr Steve Griffiths thanked Dinos Kousoulou for acting as Secretary for the last year, Dinos Kousoulou confirmed that he would be happy to continue for a further year if the PCC were in agreement. **The PCC confirmed Dinos Kousoulou as secretary unanimously.**
4. Apologies for absence received from: Emma Oppong-Addai, John Tanner, Laura Bruce, Lekisha Atkinson, Tracey Jenkins and Sue Saull.
5. Declarations of Interests. Rev Dr Steve Griffiths explained the need to declare an interest if there were any items on the agenda that could lead to any benefit to any member of the PCC or any direct connections to a member of the PCC. No declarations were noted.
6. Welcome to new members of the PCC. Tony Leach had formally been a member of the PCC as a representative of the Deanery Synod but now is a member in his own right, Mark Thebridge was welcome back onto the PCC and Irina Ponizova was welcomed to her first meeting of the PCC.
7. Minutes of the meeting held on 4th April 2022

The minutes of the last meeting were approved by those members who were in attendance and these will be signed at an appropriate time.
8. Matters Arising and Actions and Decisions.

Safeguarding. The issue of DBS checks was raised as it was not clear what progress had been made. It was agreed that Dinos Kousoulou would contact Tracy Jenkins to ascertain what was happening.

Action Dinos and Tracey
9. Safeguarding Issues.

The meeting was reminded that the safeguarding policy, which is on the Church website, had to be formally adopted by the PCC each year. The policy is based on the Diocesan policy.

It was proposed by Paul Edwards and seconded by Lowri Banfield that the Safeguarding policy should be adopted by the PCC.

This was carried unanimously.

No safeguarding issues had been raised since the last meeting.

10. Role and responsibilities of the PCC.

Dinos Kousoulou had previously circulated the Diocesan document that outlined the responsibilities of the PCC. He emphasised that PCC members were Trustees and carried that responsibility.

11. Declaration of Eligibility as Trustees and Fit Person Declaration.

Dinos Kousoulou confirmed that all members of the PCC needed to sign and return both documents either to Rev Dr Steve Griffiths or to himself. It was noted that 3 declarations had been received to date.

Action: All to Note

12. Confirmation of other Appointments

12.1 Standing Committee. It was noted that the Standing Committee acted on behalf of the PCC between meetings if matters of urgency arose. The Diocese recommends that the membership should include the Vicar, Wardens, Treasurer and Secretary. Rev Dr Steve Griffiths recommended that the Standing Committee should be those officers recommended by the Diocese. This was seconded by Ruth Mackay.

The PCC voted unanimously that the Standing Committee should be The Vicar, Wardens, Treasurer and Secretary.

12.2 Safeguarding Officer. It was noted that Tracy Jenkins has filled this post for the last year. **It was proposed by Barry Snelgrove and seconded by Mark Thebridge that, subject to her acceptance, Tracy Jenkins should be appointed as Safeguarding Officer.**

12.3 Additional Needs Officer. Rev Dr Steve Griffiths explained that this was a local appointment and not one that the Diocese recommends. As there was no current interest in filling the post it was agreed that no appointment would be made.

13. St James Morrumbala Link Parish. Dinos Kousoulou explained that through ALMA, which is the official body that manages the Diocesan link to Angola and Mozambique, St Andrew's has developed a formal link to St James which is in the Central part of Mozambique. The link is shared with Holy Trinity Tottenham and a small working group was established to help strengthen and develop the link. Recently 2 members of the Group have left and there is a need to find replacements. The Current Membership is Paul Edwards, Steve Hart, Toni Mallet from Holy Trinity and Dinos Kousoulou.

14. Bishop Vicente who visited St Andrews in 2019 is the Bishop for the Diocese covering St James and he is keen to make sure that the link between the 3 parishes is made more robust.

Bishop Vicente will be in Enfield for a week after the Lambeth Conference and would like to meet people interested in developing the link and hearing his views.

As Rev Dr Steve Griffiths is away during the visit, It has been agreed that the Church Wardens and the other members of the working group would meet with the Bishop.

Barry Snelgrove expressed an interest in joining the Working Group.

It was agreed that Paul Edwards and Dinos Kousoulou would prepare an article for E-zine to try and generate more interest.

Action: Paul Edwards and Dinos Kousoulou.

15. Accountant's Office in the Parish Car Park.

John Tanner had raised the issue of the lack of rent being paid by the Accountants at the Annual meeting. Barry Snelgrove had taken an initial look at the available documents and confirmed that the situation regarding the ownership of the space and the lease arrangements was very confusing. It was noted that resolving the issue would possibly

incur substantial legal costs. It was agreed that the situation needed further exploration and an assessment of the potential costs for engaging solicitors. The PCC agreed that this should be considered again later in the Autumn to enable more investigations to be carried out.

Action: Dinos Kousoulou and Barry Snelgrove.

16. Living in Love and Faith. Barry Snelgrove confirmed that he had planned 2 courses for September one face to face and one online. The in-person course is fully subscribed. However, the online course still has a number of vacancies. The vacancies will be publicised through E-Zine and final date agreed.

Action: Barry Snelgrove

17. Standing Item- Financial Report.

16.1 Management Accounts.

The half year management accounts had been circulated prior to the meeting and showed a healthy situation. Debbie McGill explained the process for claiming Gift Aid and that this was always a retrospective claim.

Dinos Kousoulou asked if it would be possible to include in the expenditure section, the agreed sum that was set aside for the Restoration Project.

Lowri Banfield asked if allowances had been made for the substantial increases in fuel costs. Rev Dr Steve Griffiths confirmed that these had been taken into account when setting the Budget.

Mark Thebridge asked if the sum set aside for Charitable Donations had been allocated. It was noted that this had been earmarked for the fee for joining Enfield Citizen but this was now unlikely to be needed.

It was agreed that the PCC would consider the use of these funds at the next meeting. Lowri proposed that thanks should be recorded for everyone involved in managing the Budgets for the work undertaken.

Action Dinos Kousoulou.

16.2 Common Fund donation 2023.

Rev Dr Steve Griffiths asked Barry Snelgrove to lead the discussion and also noted Dinos Kousoulou's historic concerns over the level of contributions made by the PCC. Barry Snelgrove stated that he had accepted the level of contribution for the current year as this reflected the uncertainty over the PCC's financial position and the need to invest in the Restoration Project. He did, however, feel that the position was now more robust due to the £30,000 increase in the rent paid for the Parish Centre. This should increase the PCC's income by £27,000 for 2023. Barry Snelgrove felt that the £27,000 should be split 3 ways with an equal share being allocated to the Common Fund, Restoration Project and to Reserves.

The PCC discussed the merits of the suggestion and concern was raised about the possibility of a significant downturn in giving and the need to fund the Restoration Project. There was also support for moving nearer to our Common Fund quota over the next few years, subject to funds being available.

It was proposed by Barry Snelgrove and seconded by Dinos Kousoulou that the Common Fund should be increased to £72,000.

This was carried unanimously by the PCC.

18. Fabric update.

Barry Snelgrove reported on the vandalization of one of the Monuments in the Churchyard. Initial work to screen off the monument had been carried out by the Council; however, a more permanent solution is needed. An estimate has been obtained to make the monument safe by removing the sides and relocating the top to ground level. This

would cost in the region of £5000. The costs to reinstate the monument would be significantly higher.

The PCC discussed who was responsible for making the monument safe and for its restoration. Rev Dr Steve Griffiths stated that ultimately it was the family's responsibility but tracing the family makes this highly unlikely. It was confirmed that the general maintenance of the Churchyard was the Council's responsibility but it was uncertain if this extended to the monuments. Barry Snelgrove has arranged a site meeting with the Council to look at all the monuments in the Churchyard

The PCC agreed that the faculty should be applied for and the work to make the monument safe be carried out.

19. Restoration Steering Group.

Dinos Kousoulou informed the PCC that the Expression of Interest submitted to the Nation Lottery had not been successful. The feedback has been positive and the Lottery have appointed a consultant to work with us to submit a second Expression of Interest as they are supportive of the project in general terms. It is hoped that a second document would be ready to be submitted early September.

20. Vicar's Report

All items of significance had been covered through other items on the agenda, so no report was needed.

21. A.O.B.

There were no items of AOB.

The closing prayer was led by Rev Steve Griffiths.

Date of next meeting: To be decided

Dinos Kousoulou. PCC Secretary.