

St Andrew's Church
PAROCHIAL CHURCH COUNCIL

Minutes of the meeting held on 16th April 2024.

Present: Rev. Dr. Steve Griffiths, Paul Edwards, Dinos Kousoulou, Ruth Mackay, Mark Thebridge, Stephen Driver and Richard Bunce

1. Opening Prayer

1.1. The Rev. Dr. Steve Griffiths opened the meeting with prayer. Richard Bunce was welcome to his first meeting of the PCC as an ex-official member being a Lay Reader.

2. Apologies for absence received from: Debbie McGill, Lowri Banfield, Sue Saull, Louise Sear, Laura Bruce, Lekisha Atkinson, Tracey Jenkins, Alison Paing, Tony Leach, Irina Ponizova, Olive Cope and Dorothy Kousoulou.

3. Declarations of Interests. No declarations of interest were made.

4. Minutes of the meeting held on 16th January 2024

The minutes of the last meeting were approved by those members who were in attendance. The minutes will be signed at a later date.

5. Matters Arising and Actions and Decisions.

7.7 Safeguarding. Tracey Jenkins has now processed the applications for Olive Cope and Diana Lane. Ruth Mackay reported that Olive Cope had held a communion service at the Local Residential Home after the home agreed that Olive could visit without a DBS check. It was confirmed that it was Diocesan Policy for all PCC members to have a valid DBS check.

10. LLF update. Rev Dr Stephen Griffiths confirmed that the appropriate notice had been posted on the Website.

6 Safeguarding Concerns, The PCC noted that no concerns had been raised since the last meeting.

7 Vicar's Report. Rev Dr. Steve Griffiths gave a verbal report on the progress made during the last 3 months.

7.1 The Children's Area. This is now fully functional and the former children's area is now being used for refreshments. The general feedback from these changes was positive as it was felt that children and their families felt more included and the refreshment area was more practical. The issue of removing pews near the refreshment area to increase the space available was raised and it was agreed that Dinos Kousoulou would seek approval from the Archdeacon to temporarily remove the last 2 pews.

Action: Dinos Kousoulou.

7.2 Ministry Team. We noted that the first meeting of the Team had taken place and it was planned that there would be 4 meetings a year to co-ordinate and share experiences across the various Ministries within the church. It was agreed that the choir should be

represented, and Mark Thebridge and Ruth Mackay will discuss this with the Choir and let Rev Dr. Steve Griffiths know the outcome.

Action: Ruth Mackay and Mark Thebridge.

7.3 The PCC. Rev Dr Steve Griffiths noted that there will be a number of vacancies on the PCC due to retirements and urged everyone to think about who might be encouraged to stand. There will also be vacancies for Church Warden, Treasurer and Safeguarding Officer as Debbie McGill, Laura Bruce and Tracy Jenkins are all standing down.

8. APCM and Vestry meetings. The meetings will be taking place on 19th May 2024 and the appropriate notices and nomination forms will be available prior to the meeting. In addition to the vacancies highlighted in the Vicar's Report above, it was noted that there are 2 vacancies as Deanery Synod Reps. Several current members of the PCC have served their first 3 year term and will need to stand again for re-election. Dinos Kousoulou will contact those affected.

The meeting thanked Lowri Banfield, Tracy Jenkins, Sue Saull, Louise Sear, Lekisha Banfield and Alison Paing for their contributions over the last 3 years.

Action: Dinos Kousoulou

9. Finances.

9.1 2024 Budget. The Budget for the year was presented to the PCC. It was noted that there was expected to be a surplus of £2130. Surpluses will be transferred to the Restoration Fund as and when these are agreed by the PCC. The various adjustments from the 2023 budget were highlighted. It was agreed to discuss donations for Missionary and Charities at the first meeting of the new PCC.

Action: Dinos Kousoulou

It was proposed by Stephen Driver and seconded by Mark Thebridge that the budget for 2024 be adopted by the PCC. This was carried unanimously.

9.2 Update on 2024 accounts. The position as at 31st March was presented to the PCC. There were several posting errors on the accounts that needed to be corrected. We noted that donations were lower than expected in the first quarter which might reflect current financial uncertainties. There had been a significantly higher utility bill in the first quarter that was being investigated. The PCC were informed that there were no significant concerns at this point of the year.

A question was raised as to where the recently received legacy appeared on the accounts. It was confirmed that half of the legacy had been received and was transferred to the Restoration Fund. The remaining funds will be released over a 10 year period.

10. Fabric and Restoration Project. Dinos Kousoulou updated the meeting on current activity. The internal redecoration of the Church is still awaiting approval from the Diocesan Advisory Committee (DAC).

A meeting with the Architects had taken place earlier in the day to plan for the essential work on the clock tower. It was anticipated that this would commit most of the legacy funds that had been received.

The company that carries out the annual cleaning of the gutters and rainwater pipes has been asked to provide a quote for repairing all the rainwater pipework and hoppers, as there are some serious damp issues being caused around the building.

10.1 Repairs to the leaded glass window. Dinos Kousoulou confirmed that the DAC had approved the repair of the window with several provisos. It was felt appropriate that the PCC should approve the work being carried out at the cost in the region of £6000.00

It was proposed by Paul Edwards and seconded by Ruth Mackay that the necessary work to repair the stained glass window be undertaken. This was carried unanimously.

Mark Thebridge asked for a progress report on the Restoration Project. It was confirmed that the Steering Group will be reformed and that a report would be presented to the PCC in the Autumn.

Date of next meeting: to be agreed after the APCM.

Dinos Kousoulou. PCC Secretary.