

St Andrew's Church
PAROCHIAL CHURCH COUNCIL

Minutes of the meeting held on 1st July 2024.

Present: Rev. Dr. Steve Griffiths, Paul Edwards, Cherie Emblerton, Dinos Kousoulou, Ruth Mackay, Richard Bunce, Tony Leach, Mark Thebridge, Stephen Driver, Olive Cope, Dorothy Kousoulou, Katie Chapman, Geraldine Clark, Damian Browne and Roger Ayrton

1. Opening Prayer

1.1. The Rev. Dr. Steve Griffiths opened the meeting with prayer, which included thanks for the ministry and leadership given by Barrie Snelgrove who had recently passed away.

2. Appointments. PCC Secretary. Dinos Kousoulou was nominated by Paul Edwards and seconded by Mark Thebridge and accepted unanimously by the meeting.

PCC Treasurer. Stephen Driver was nominated by Olive Cope and seconded by Cherie Emblerton and accepted unanimously by the meeting.

3. Apologies for absence received from: Lowri Banfield, Louise Sear and Irina Ponizova,

4. Welcome. Katie Chapman, Geraldine Clark, Damian Brown and Roger Ayrton, the newly elected members of the PCC were welcomed to their first meeting

5. Declarations of Interest. Dinos Kousoulou explained the reason why this was a standing item on the agenda. Any member of the PCC or someone they knew who could benefit from any decision needed to declare an interest and withdraw from any discussion of that Item.

No declarations were made.

6. Minutes of the meeting held on 16h April 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.

7. Matters Arising and Actions and Decisions.

LLF update. The meeting noted that there was to be a discussion of same sex blessings at the next synod meeting and that the Bishops were now considering making this a requirement to be followed by Churches. It was agreed that a further discussion of the subject needed to take place at a future meeting.

Action: Rev Steve Griffiths and Dinos Kousoulou.

Choir Rep – Ministry Team.

Ruth reported that Poly Victoros may be interested in representing the Choir at future meetings of the Ministry Team.

8. Safeguarding Policy

It was noted that the safeguarding policy as it appears on the website is based on the Diocesan Policy and this was adopted by the PCC for the coming year

9 Role of PCC and Statutory Declarations

Dinos Kousoulou confirmed that the key documents had been circulated to everyone prior to the meeting. PCC members are the Trustees of St Andrew's and have responsibility for several key areas. The declarations are to ensure everyone considers themselves fit and proper people to act as Trustees. In addition, all PCC members need to complete DBS checks. Dinos Kousoulou will contact all those who need to complete the relevant documents.

10. Other Appointments

Standing Committee. Dinos Kousoulou explained that the usual membership of the Standing Committee was the Vicar, Wardens, Secretary and Treasurer. The Committee makes urgent decisions between meetings, and these are then reported to the next meeting.

The PCC agreed that the Standing committee membership should be Rev Steve Griffiths, the Wardens, Secretary and Treasurer.

Safeguarding Officer.

Rev Steve Griffiths stressed the importance of this post. The only person who expressed a willingness to act as Safeguarding Officer was Paul Edwards. Paul Edwards stated that he was willing to undertake these duties, until someone else volunteered to take over the role. Geraldine Clark offered to support Paul in the role as she had several years' experience as a Safeguarding Officer.

Ruth Mackay nominated and Stephen Driver seconded Paul Edward's as Safeguarding Officer. This was approved unanimously by the PCC.

Co-opted Members.

It was noted that Dorothy Kousoulou had been co-opted to the PCC last year to support Olive Cope with the paperwork associated with PCC. The PCC agreed to co-opt Dorothy Kousoulou for the coming term of the PCC.

11.Safeguarding issues.

No safeguarding issues had been raised since the last meeting. Geraldine Clark suggested that the Church Policy needed to be more clearly displayed in and around the Church and agreed to forward to Paul Edwards a copy of a poster which could be used for this purpose.

Action: Geraldine Clark.

12. Finance Matters.

Finance Report. Rev Steve Griffiths presented the financial position as of 30th June. The meeting noted that income was on target to meet the budgeted amount. Expenditure was below budget. However, payments to the Diocese for the Common Fund and rent related to the Parish Centre had not been made. Once these payments are made the position at the end of June will be in accordance with the Budget.

Rev Steve Griffiths thanked all those involved in managing the finances of the Church. Stephen Driver as Treasurer would be more involved in the detail of the church's finances as well as taking an overview.

The current position of the Haven was raised and it was confirmed that as the building had not been regularly used since the Lockdown, the issue of damp had again emerged. The meeting noted that major work was needed to resolve the issue as parts of the building were below the surrounding ground level.

It was noted that the restoration funds were held under a different account and stood in the region of £330,000. The Current Account balance was approximately £110,000 of which £80,00 would be transferred to the Restoration Fund Account.

Richard Bunce asked why the bank interest was budgeted at such a low amount. It was noted that the majority of the funds were held in current accounts as it was felt that access to the funds would be needed at short notice and also that the legacy funds held in the restoration fund had only been recently received. It was agreed that the option of holding some funds in a higher earning deposit account should be explored.

Action Stephen Driver.

12.2 Common Fund Donation. 2025. Rev Stephen Griffiths explained the background to the Diocese's request to increase contributions to the Common Fund. The initial request for each Parish to pay over £99,000 had been challenged and a Church by Church calculation has been put in place. The St Andrew's request was for a donation of £82,200. We noted that our current contribution was £75,000 and the PCC had committed to increase our donation until we reached the level of Common Fund suggested by the Diocese. After some discussion it was proposed By Danian Browne and seconded by Olive Cope that the Common Fund contribution for 2025 should be increased to £79,000. This was agreed unanimously by the PCC. Rev Steve Griffiths agreed to write to the Archdeacon to confirm St Andrew's contribution and remind him that the concerns raised last year about efficiency savings had not been answered.

13. Fabric and Restoration Project

Dinos Kousoulou presented an update on the progress of the 4 large projects. Repairs to the stained glass window. It was hoped that a final approval from the Diocesan Advisory Committee (DAC) would be given in the near future so that the window can be repaired and reinstalled along with new wire mesh.

The meeting noted that the work on repairing and cleaning of the rainwater system was now scheduled to take place in the week beginning 8th July, at a cost of £3510.00 The plan for the work to the Clock Tower is currently with the Architects who are drawing up a specification for the required work, which is to secure the beam supporting the bells and to resurface the roof of the clock tower. Some essential high level external work will also be undertaken. Once the specification has been agreed, the Architects will support us through the tendering process.

Internal Decorations. These have been held up due to the Diocesan Advisory Committee (DAC) not being happy with the way the works have been specified. A meeting with the Architects is being planned to see if these concerns can be overcome and the work started.

14. Standing Committee Decisions. The Standing Committee have agreed to the quote for the rainwater system from A & R Design as noted under the Fabric Report.

15. Archdeacon's Visitation. Archdeacon John will be undertaking his visit on Monday 9th September. Rev Steve Griffiths explained the format of the visit which included a confidential meeting with the PCC. This will take place in person at 7.45 and it was requested that all members of the PCC prioritise this meeting.

Action; All to Note.

Date of next meeting: Archdeacon's Visitation 9th September 7.45

Dinos Kousoulou. PCC Secretary.