

## RUSHMERE ST ANDREW PAROCHIAL CHURCH COUNCIL

### Minutes of the Meeting held on 25<sup>th</sup> January 2024

**Present:** Revd Alan Comfort, Bob Batchelor, Kevin Brazier, David Chaplin, Claire Driver, Chris Gibson, David Gill, Margaret Mellor, Mary Odam, Tim Oxbrow, Hilary Platts, Teresa Rose, Ruth Silburn, Revd Marion Walker, Chris Yule.

**Apologies:** Gill Ainslie, Robin Brown, Rachel Daniels.

Revd Alan opened the meeting with prayer.

**24.01 The Minutes of the PCC meeting** held on 23<sup>rd</sup> November 2023 were approved and signed by the Chairman as a true record.

Matters Arising: none that are not covered below.

#### 24.02 Correspondence

Letter of thanks from FIND for contributions of Christmas food and 38 gift vouchers for their Christmas appeal, and for our ongoing support.

#### 24.03 Vicar's items

- Communion: draft booklets containing Communion services with different Eucharistic and other prayers were circulated for comment; the idea being to make services more accessible, especially for those unfamiliar with the red service book. After some discussion **the PCC agreed to trial the use of these booklets.**
- Receiving Communion: In the light of discussion at the September PCC and the 3 Growing in Depth sessions looking at Holy Communion, a policy has been drafted.

Adults will be encouraged to take Communion if they usually do in this or another church, or come forward for a blessing if they prefer. We will encourage people to see taking Communion as 'saying yes to Jesus'. Alpha Courses will be run to help people understand fully what Christian commitment looks like, and Baptism and Confirmation will be encouraged. Children will be welcomed to take Communion after a brief explanation in Sunday Club and any new families will be informed of our policy and their decision regarding their children will be respected. A Sunday Club leader will be involved in the giving of Communion. We will always encourage our young people to trust Jesus, to be baptised if not already, and to be confirmed when they have put their trust in Jesus and feel ready.

The policy needs the Bishops' approval and will be presented to the PCC at a later date for a decision. It was suggested the policy might be included in the booklets.

- May Festival: there has been great progress and the organising group will meet on the first Mondays February – April. Details are being released carefully to the congregation. The theme is Matt 13:3 'Listen! A sower went out to sow', and the aim is to share/give/bless everyone as we celebrate the ministry of St Andrew's and the good news of Jesus, to give something that can grow and to give every person a gift from our church.

It was noted that catering will be arranged for each individual event by the people planning it.

- Future Lay Ministry: Dave Yaroslaw is being considered for Reader training; he has

a background in teaching and has studied theology, and would have much to contribute, particularly to future work at Dumbarton Road. **The PCC supports this.**

#### 24.04 Treasurer's Report

- a) Matters arising: the Ecclesiastical Insurance quote has been accepted for another 3 years.
- b) Income: highlights - £1,000 from Lunch Club towards defibrillator; various income from use of hall and car park; some interest from Lloyds deposits has been allocated to Fabric and Youth Restricted Funds as previously agreed; LPOW refund.
- c) Payments schedule Nov.- Dec. 2023: Very heavy 2 months, especially for Messy Church, cost of defibrillator and its housing. Teresa has set up an account with Eden Commerce – please get expenditure vetted in the usual way before placing any orders. Extra Lloyds fixed-term deposit to take advantage of interest rate of 5.08%.
- d) Income & Expenditure to 31/12/23: Income up nearly £12k from 2022, and all income categories apart from Donations are up. Expenditure up £5k from 2022 (£4.4k of this is Parish Share). Youth Worker costs still being met from Designated Reserves. Thus a Surplus of nearly £4k compared to a Deficit of almost £3k in 2022
- e) Funds schedule @ 31/12/23: Overall funds are down nearly £11.5K, and there is a surplus £3,955 to be allocated. The Vicar and Wardens wish to raise the Youth Worker's salary, May Festival expenditure needs to be met and the level of the Unrestricted Reserve needs to be maintained in line with the PCC's policy of 4 months' expenditure being available. Therefore the Treasurer proposed and **the PCC agreed a motion** to:
- Increase the Youth Worker's salary w.e.f. 1/12/23
  - Transfer the Strong Fabric Fund to Strong Youth Fund.
  - Transfer £1,955 from 2023 Surplus to the Strong Youth Fund and re-designate this as "Youth Worker Fund".
  - Re-designate the Tyler Fabric Fund to "Tyler Mission Fund".
  - Transfer £2,000 from 2023 Surplus to the Unrestricted Reserve so its Balance at 31st December 2023 is one third of budgeted Expenditure for 2024.

#### 24.05 2024 Budget:

The Treasurer thanked everyone who contributed information to be built into this Budget.

Income is budgeted to be up nearly £4k on 2023 to £98k due to increased Giving and Events income, but offset by lower Fees (no weddings at present) and Hall Hire (client loss).

Expenditure is budgeted to be up 13% from 2023 to £102k due to rises in Parish Share, Mission costs, Energy costs, Events, and potential Organist payments.

The Deficit is thus budgeted to be £4K.

Treasurer seeks PCC approval of 2024 Budget, subsequent to any adjustments to Income and Expenditure that may arise during discussions at this meeting. **The PCC approved the 2024 Budget.**

#### 24.06 Updates:

- Health & Safety: Minutes of the Annual Fire, Health & Safety, Safeguarding and Compliance Meeting, the Fire Risk Assessment and the Health and Safety Risk Assessment were received and there were no matters arising.

- Safeguarding: no incidents have been reported. Dates for Leadership training have been circulated to the relevant people. Bob to seek clarification on DBS checks and how he could discover if a problem had arisen after a check has been carried out. **The PCC approved and adopted** the Safeguarding Report for 2023.
- Eco Church: A Rocha is updating the assessment forms for awards: Ruth to find out how this might affect our progress towards the Gold Award. She also proposed various actions: bird feeders in the wildlife area, increased recycling opportunities, a vegetable bed in the hall garden area and a display of donated magazines in the old end of church. The PCC is happy for Ruth to investigate further.

#### 24.07 Churchwardens' Report

- Thanks to all who helped with Christmas services, decorating the church inside and out, and designing and setting up the Nativity trail, which was enjoyed by many, young and old.
- The WW1 memorial had been refurbished and restored to its former condition with new turf and heathers. Thanks to Kevin and Spencer Wix for their hard work. The cost was borne by the Parish Council.
- Some remedial work has been carried out on the fixed electrical system and certification has been received.
- An external cabinet has been purchased for the AED and will be professionally fixed soon. No permission is required from the Diocese. Still need to find someone to be responsible for the equipment.
- Nick Jacob has visited re refurbishment of vestry block roof; recommendation awaited.
- A new expansion tank has been ordered for the boiler.

#### 24.08 Panel Reports

Social Panel: no matters arising

Youth Panel: **the PCC agreed** to help out with costs for children to attend the Gather weekend if required.

#### 24.09 Church events:

January      27<sup>th</sup> Quiz  
                     28<sup>th</sup> Messy Church Christingle

February    14<sup>th</sup> Ash Wednesday Service  
                     17<sup>th</sup> Growing in Depth  
                     18<sup>th</sup> Informal Worship at Dumbarton Road Hall begins  
                     19<sup>th</sup> Daytime Lent course begins  
                     24<sup>th</sup> Coffee morning  
                     25<sup>th</sup> Messy Church

March        9<sup>th</sup> RTU coffee morning and sale of books and jigsaws  
                     10<sup>th</sup> Mothering Sunday Service  
                     17<sup>th</sup> Informal worship at Dumbarton Road  
                     23<sup>rd</sup> Prayer Breakfast  
                     24<sup>th</sup> Messy Church

#### **24.10 Any other Business**

- Youth Club: the Parish Council has donated £400 to the Youth Club, which will go towards the cost of a table tennis table.
- Chalice assistant: **the PCC approved** Kevin Brazier as a chalice assistant.

The meeting closed with prayers at 9.10 pm

**The date of the next PCC Meeting is Thursday 21<sup>st</sup> March 2024**