

RUSHMERE ST ANDREW PAROCHIAL CHURCH COUNCIL

Minutes of the Meeting held on 3rd March 2022

Present: Revd Sue Foster, Bob Batchelor, Kevin Brazier, Robin Brown, Rachel Daniels, Chris Gibson (on Zoom), Paul Hesketh, Bob Mellor, Mary Odam, Tim Oxbrow, Hilary Platts, Teresa Rose, Sue Scotchmere, Ruth Silburn, Revd Marion Walker.

Apologies: Gill Ainslie, Gill Crisp, David Gill, Russell Scates, Chris Yule.

The meeting opened with a reading from Psalm 51 by Revd Marion and prayers from Revd Sue, remembering especially our good friend and PCC member Widge and the people of Ukraine.

22.11 The Minutes of the PCC meeting held on 20th January 2022: the words 'first draft' were deleted from 22.03(g) and the minutes were approved and signed by the Chairman as a true record.

Matters Arising: none

22.12 Correspondence: none

22.13 Treasurer's report

a) Matters arising

- Energy Audit process on-going, no date as yet.
- Toddler Group funds now incorporated into PCC bank account and books.
- Deficit for 2021 covered by using Funds as per PCC Motion of 20/01/22.

b) Income January - February 2022

- Appeals responses: £600.
- Donations: £170 from Beacon of Love, making £500 in total with £85 Gift Aid to come; £50 from Gift Day, making £350 in total with £50 Gift Aid to come; £36 from contactless, £12 from on-line and car park.
- Events: £94 from Coffee Morning.
- Toddler Group: £1,200 transferred into restricted Toddler Group Fund
- Bequest: £4,000 from the estate of the late Ray Bell, family used a Deed of Variation and requested that £3,000 to go to General Funds and £1,000 to Organ & Music Fund.

As there is no such fund, the PCC was asked to approve the creation of an Organ & Music Restricted Fund, which will incorporate and replace the existing Organ Maintenance and Choir Restricted Funds, ensuring that the constituent parts remain identifiable. Prop. Tim Oxbrow, Sec. Bob Mellor; **the PCC approved the motion.**

c) Payments schedule January - February 2022

Nothing exceptional: Insurance premium up 3%; electricity payments are currently standard direct debit with accurate invoice eventually; Toddler Group float replaces their previous one; *Outlook* costs in line with previous editions; Parish share will be £5,651 per month from now on this year.

22.14 Annual Report and Accounts for 2021: these had been circulated before the meeting.

a) Annual Report: this covers pages 1 to 13 and has the same format as previous years; there are a number of minor amendments to be made, mostly typographical corrections.

There being no questions or comments, **the PCC approved the Annual Report**, and the PCC Chair and Secretary signed p.4.

b) Financial statements: these cover pages 14 to 24 and have the same format as previous years.

- the Statement of Financial Activities (p.14) and the Balance Sheet (p.15) totals are now £147,577 following the re-valuation of the Nellie Middleditch endowment fund - see note 5(a) on p.22.
- the Income & Expenditure Account (p.16) is unchanged with a Deficit of £7,493.

There being no questions, **the PCC approved the Financial Statements**, and the PCC Chair signed p.15.

Thanks were recorded to the Treasurer and PCC Secretary for their work on the Annual Report and Accounts.

22.15 Action to increase income

The Treasurer reported that having used up over £16,000 of our free (unrestricted) reserves over the past 2 years, and with a budgeted deficit of a further £7,000 this year, it is essential we attempt to repair some of the financial damage. We have only 4-5 years of free reserves before we will need to either reduce our policy of keeping 4 months of expenditure readily available, stop paying for a Youth Worker, or ask the Diocese for help. Our costs have been reduced as much as possible. Possible fundraising ideas - Stewardship campaign (campaigns in 2014 and 2018 were successful), a Gift Day, concerts, repeat the Beacon of Love, events (including quizzes and biannual markets), forming a "Friends of St. Andrew, Rushmere" group.

Paul Hesketh outlined some possible fundraising strategies based on his past experience; approaches to the wider community, and individuals and groups using the church and hall might be fruitful, and fundraising for specific, time-limited projects of benefit to the wider community is often more successful. The Friends idea was popular and Paul offered to investigate further.

22.16 Queen's Platinum Jubilee

The local churches are doing various activities over the jubilee holiday - a community picnic, Songs of Praise, afternoon tea – which we can be part of. We will have bell-ringing and a special Sunday service, but would also like to do our own special event. Paul H, Bob M, Revd Marion, Sue S and Ruth S willing to form a working party, and Penny Braybrooke will be invited to join.

21.17 Panel reports:

- Music & Organ Panel Position statement: Mary Odam presented the report. Following Alan's resignation and the loss of his expertise and professional advice, the MOP is intending to disband by Easter. The autumn series of concerts is

prepared but the PCC needs to decide whether it wishes them to go ahead; the position statement makes clear what is involved in running the concerts - is anyone prepared to step in? Current panel members are prepared to produce programmes and keep in contact with the performers, but do not feel able to produce publicity material, deal with the finances or be MCs for the concerts. The MOP also wishes to hand responsibility for piano and organ maintenance and the Organ Teaching Scheme over to the PCC, and Music at Rushmere will cease to exist. The MOP might reconsider if Alan's replacement was to take on a similar role and range of responsibilities.

Tim suggested that the PCC thanks the Music and Organ Panel for all they have done over the years and accept their decision to disband. The 'music meeting' on Monday 14th March will look at our requirements for music at St Andrew's in the future and that may include running concerts.

- Growth Panel: Parish Away day, 15th May 2022, for all ages.

22.18 Wardens' report

The wardens continue to meet monthly to review church work and all H&S risk assessments are updated monthly.

- The lighting has been improved around the lobby entrance with a sensor light over the door – regulations now require the emergency exit light to remain on. Thanks to Bob Mellor. for organizing it.
- The Local Authority carried out their regular Food Hygiene inspection of the kitchen and our procedures, we were awarded the highest rating of 5 stars – a big thanks to all who prepare food and clean the hall and kitchen.
- We are still awaiting the repair of the broken East window.
- Under the closed churchyard agreement East Suffolk NORSE have repaired the north section of the churchyard wall. Unfortunately, recent storms have damaged the middle section that is now undergoing emergency repairs.
- Open Door continues to be very worthwhile with an average of 120 people a month (c.1,400 people in a year) for coffee and a chat – big thanks to all the volunteers and to Revd Marion for organising us all.
- The church and grounds continue to be in good order and thanks to the happy band of cleaners, gardeners and working party, and thank you to one and all.
- The soakaways for the rain water from the north roof have become ineffective, overflowing in a heavy downpour and seeping through the wall onto the floor of the north aisle.

Proposal for PCC agreement: That the PCC engages a firm to investigate the north side soakaways, make a List B application to dig new soakaways and extend the scope of the roof project to include this, using grant money to fund this. Prop. Tim Oxbrow, Sec. Hilary Platts. **The PCC agreed.**

22.19 Updates:

- Health & Safety; an asbestos report has been received and a few minor areas, which are safely secured, have been identified and will be labelled as such.
- Safeguarding: no concerns. A reminder that Foundation training is required for all PCC members and that it can be done online, or face-to-face (to be arranged later this year). Our training requirements at all 3 levels have been identified and notified to the Diocese.

22.20 Church events

- 14th March at 2.30pm, Barbara Squirrell's funeral
- 14th March at 7.30pm, Music meeting with Richard Hubbard
- 15th March at 2.30pm, Widge's funeral

22.21 Any Other Business

- Some disruption was caused by the Rugby Club use of the main church car park on 27th February, although signposting was in place and people were directed where to park. It will be raised with them and also the service time may be changed to ease congestion in future.
- The faculty for the stained glass window in the old end of church is in hand.
- The APCM is at 7.30pm on Thursday 24th March

The meeting closed with prayers at 9 pm

The next PCC Meeting is on Thursday 19th May 2022 and will begin with Holy Eucharist at 7pm.