

## RUSHMERE ST ANDREW PAROCHIAL CHURCH COUNCIL

### Minutes of the Meeting held on 21<sup>st</sup> March 2024

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

**Apologies:** None

Revd Alan opened the meeting with prayer.

**The Minutes of the PCC meeting** held on 25<sup>th</sup> January 2024 were approved and signed by the Chairman as a true record.

Matters Arising: none that are not covered below

#### 24.12 Correspondence

Letter from Ruth Silburn requesting PCC permission to use images of 3 items from the parish records which are deposited at Suffolk Record Office in a forthcoming publication.

**The PCC agreed.**

#### 24.13 Ministry Team

- Holy Communion booklets: 4 booklets using different Eucharistic prayers have been produced and will be used after Easter for a 6-month trial period. Thanks to Tim for all his work on producing these.
- Holy Communion Policy: some discussion on the practicalities still required, but in principle **the PCC agreed the policy**. When finalised it will be displayed and put on the website.
- May Festival: plans are progressing well. A booklet of the main events has been produced (thanks again to Tim) and will be delivered in the parish. Publicity will be extended beyond the parish later in April, after local people have had a chance to book for events.

#### 24.14 Treasurer's Report

a) Matters arising: Examiner Sandy Lloyd has approved the 2023 Annual Report & Financial Statements; our thanks again to him for his professional diligence.

The salary increase agreed for the Youth Worker will mean an extra £16.50 per month for employer pension contributions (not included in 2024 Budget).

##### b) Income January – February 2024

Donations - include £400 towards cost of Youth Club table tennis table, £130 from Ecclesiastical, £290 from contactless, on-line and car park.

Events - £144 from coffee morning, £311 from Quiz.

May Festival – over £2,300 from concert tickets by end of February.

Other - £4,500 from Gift Aid.

##### c) Payments schedule January – February 2024

Cost of gas has increased, but boiler fuel is less; CCLI licenses – greater cost due to more licenses, and may have to move into a higher cost band as congregation increases; salary increase for Youth Worker wef 01/12/23 implemented in February.

d) Balance Sheet @ 31<sup>st</sup> December 2023

The Funds incorporate the changes agreed by PCC motion 24.04e), with the Unrestricted Reserve increased by £2,000 and the Designated Funds modified to include a Youth Worker Fund and a Tyler Mission Fund. The overall total is reduced by 5.5% to £144,489.

**24.15 Annual Report & Accounts**

a) Annual Report: pp. 1-10 follow the same format as previous years. Minor changes required: p.6 Sunday Club meets 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> weeks and Youth Club is for school years 4-11; p.7 list of churches should include Colchester Road Baptist, St Mary's RC, St Michael's Martlesham and St Mary's Martlesham.

**The PCC approved the Annual Report** and the PCC Chair and PCC Secretary signed p.4.

b) Financial Statements: pp.11-21 follow the same format as previous years. Minor changes required on pp.17 & 18, so extreme RH figures in bottom rows of "2022 Comparatives" show "(2021)" below each for clarity.

**The PCC approved the Financial Statements** and the PCC Chair and PCC Treasurer signed p.12

The Annual Report and Accounts will be displayed for 2 Sundays prior to the APCM. Chris was thanked for all his work in bringing the document together.

**24.16 Updates:**

- Health & Safety: nothing to report
- Safeguarding: Bob confirmed DBS checks and Safeguarding training to be renewed every 3 years. New posters on Local Abuse Support Networks are displayed in the Hall and toilets.
- Eco-Church: Now in Phase 2 of Eco-Conservation plan: Ruth has devised a month-by-month work schedule for the churchyard and church lands, and Tim and Jim Ainslie will have a plan for the next meeting on April 8<sup>th</sup>. Still working towards Gold accreditation and Ruth will contact Mendham Church to find out how they achieved it. **The PCC approved**
  - Use of the book trolley in the lobby as a mini recycling centre (location to be decided to make it accessible to the community)
  - Planting of native hedge species to enclose the garden area along St Andrew's Church Close
  - Limitation of burning and use of chemicals in church grounds

Thanks were recorded to Ruth and the Team

**24.17 Churchwardens' Report**

- The defibrillator cabinet has been professionally installed (free of charge) and is now registered with the emergency services. Notices will be displayed to make people aware.
- Minor repair carried out to West Door lock mechanism
- Minor leak in boiler's main manifold - will be fixed in the summer.

**24.18 Panel Reports**

Social Panel: Open Door 2-4 on Easter Monday as well as in the morning

Pastoral Panel:

- 3<sup>rd</sup> November Service of Memories – there is a concert planned for that afternoon

- Parish Directory – there is no requirement under GDPR to renew people's permissions, but they are entitled to ask for changes at any time
- Prayer cards – would be free for people to take away

Music at Rushmere: no matters arising

## **24.19 Church Events**

### Recent

Jan. 30<sup>th</sup> Alpha course started  
Feb. 17<sup>th</sup> Growing in Depth half-day session  
18<sup>th</sup> Informal worship at Dumbarton Road Hall started  
19<sup>th</sup> Daytime Lent course started  
Mar. 3<sup>rd</sup> Joint Service at RSA  
9<sup>th</sup> RTU coffee morning and sale  
10<sup>th</sup> Mothering Sunday with uniformed organisations

### Future

Mar. 23<sup>rd</sup> Prayer Breakfast  
25<sup>th</sup> – 29<sup>th</sup> Holy Week Services  
Apr. 7<sup>th</sup> Sunday afternoon concerts begin  
25<sup>th</sup> APCM  
27<sup>th</sup> Quiz  
May The May Festival!

## **24.20 Any Other Business**

- Worship band would like to consider purchase of some equipment eg PA system, speakers, microphone stand; Tim to talk with Jim Ainslie about what the church already has and bring the matter back to PCC if necessary.
- Parking at front of church: problem on Ash Wednesday when there was an evening service and Youth Club, especially if people double park or encroach on pavement. Everyone is reminded to use the main car park if they are able to, bearing in mind personal safety at night. and it may be useful to have someone on duty on potentially busy occasions. It was suggested Jean remind Hall hirers to use the main car park.

The meeting closed with prayers and The Grace at 9.05pm.

**The APCM takes place on Thursday 25<sup>th</sup> April 2024**

**The date of the next PCC Meeting is Thursday 16<sup>th</sup> May 2024**