

## **St Bride's Church Fleet Street**

### **Minutes of the Parochial Church Council meeting**

**Held on Thursday 24 January 2013**

**Present:** Ven David Meara (Rector & Chairman), Christopher Betterton, Geoffrey Burgess, Clive Hill-Archer, Beverly Leach, David Lowish, Peter Silver, David Smith, Janet Smith, John Smith, Terence Smith, Mary Walker, Jerry Wright

1. **Opening Prayers**

The Rector opened the meeting with prayers.

2. **Apologies for absence**

These were received from: Emmanuel Adeniji, Gerald Bowey, Eric Davies, Helen Fraser, James Irving, Robert Jones, Ian Locks, Peter Longland, Lindsay Nicholson, Claire Seaton, Grace Stedman.

3. **Minutes of the meeting held on 19 November 2012**

The minutes were signed as a true and accurate reflection of the meeting.

4. **Matters arising not on the agenda**

- a. Mission Action Plan. The Rector asked that individuals tasked with reviewing areas of the plan take these forward.
- b. Memorial for Brian Chappell. Terence Smith had agreed the wording with Yvonne and would liaise with James Irving.

5. **Rector's Report**

Since the previous meeting the church ended the year with more weddings, baptisms, two memorial services, and the sadness of Natalie Irving's funeral, together with the 25 carol services, concerts and Christmas services. It was thought that nearly 6,000 people attended the weekday carol services, and about 1,200 over the Advent Sunday evenings and Christmas services. The Jethro Tull concert was also well attended and raised £9,000 for the InSpire! Appeal.

Looking ahead, the Rector reported that there were about six memorial services booked in the first quarter, a few baptisms, and about 20 weddings booked so far for the year. There would be a full Lent programme, including a series of Sunday addresses on the theme of faith and work. The church would be supporting the Diocese's Lent Appeal 'Street Child World Cup' – including a sponsored 'sleepout' in the churchyard. There would be a Lent booklet giving full details, and a new issue of the magazine would appear in February.

The Rector thanked all who helped in the life of the church on Sundays and weekdays, and encouraged others to volunteer to become involved to the extent

that they were able.

The Rector wanted to increase the list of Lay Chalice Assistants and proposed that Barbara Nelson, Janet Kitchen and Katharine Wilkinson to be added to the list.

The Rector reported that George Pitcher had formally moved on as Associate Priest at St Bride's to spend more time working in the Chichester Diocese. George would retain his Permission to Officiate in the London Diocese and would continue to be a Guild Chaplain. The Council thanked George for his work over a number of years and proposed that a card be sent, signed by members of the congregation.

## 6. **PCC Safeguarding Policy Statement**

It was noted that all Dioceses were tightening their policies regarding the safeguarding of children and vulnerable adults.

The Council agreed that Janet Smith would be re-appointed Safeguarding Officer and that Sue Anne James be re-appointed as Children's Champion.

The Rector and two Churchwardens signed the document which would be reviewed in January 2014.

## 7. **Financial Report**

### **Accounts**

a. James Irving was thanked for all his work in producing the accounts and proposed budget for 2013 within two weeks of year end.

The numbers were provisional and subject to audit.

They showed an overall surplus of £36,000, which is £32,000 over budget.

The main reasons for the increase were the legacies that we received from Margaret and Francine Swift (£27,000) and the successful Church Rates levy totalling £87,000.

b. Other Donations is over budget due to the Swift legacies, Freshfields' donation of £15,000, donations for the journalists' service of £12,000 and a direct donation of £13,500 from News International, which normally was paid through the Media Trust.

c. Other St Bride's Trusts was under budget by the same £13,500 donation from News International.

d. External Trusts was under budget as we have received no payment from the Djuna Barnes fund. This is expected in 2013.

e. Receipts from Special events total £15,725. Costs are shown elsewhere (e.g. Refreshments and Charitable donations). The events made a small surplus for the year. Details will be given at a later meeting.

f. The Shop Income was under budget but made an overall profit of £3,084 for the year.

g. The costs of Publicity and Promotion were over budget (£8,854) due to the one-off costs of the website.

With respect to the draft budget for 2013, we have used actual costs or best estimates where known and inflated other costs at 3%. Overall we are estimating to break even. Approval was given for the 2013 budget.

#### **Common Fund 2013**

- h. A letter from the Archdeacon about Common Fund contributions for 2013 was distributed ahead of the meeting for information.
- i. The Archdeaconry had asked us to consider an extra donation to the Common Fund as a result of our income for 2012. It was proposed and agreed that we make a one-off contribution of £2,000 to the Common Fund.

#### **Audit**

The audit would be carried out in mid-February.

#### **Djuna Barnes Fund**

The executors of the Djuna Barnes' Estate left the copyrights, all common law and statutory rights in unpublished books, manuscripts, letters and articles written by her 50% each to the Authors League Fund and The Historical Churches Preservation Trust for the benefit of St Bride's. To date payments have been made to St Bride's through this trust and its successor the National Churches Trust.

It was now proposed that the payments be made directly to St Bride's rather than through the Trust and an agreement had been drawn up between The National Churches Trust and St Bride's to effect the change. It agrees that the trust will transfer the rights, pass on any monies received to St Bride's and St Bride's will indemnify them for so doing.

It was proposed that the Agreement be signed by three Trustees, the Chairman, a Churchwarden and the Treasurer on behalf of St Bride's and the approval of the meeting was given for them to do so.

#### **Bank Account Signatories**

The Treasurer reported that the signatories on the PCC bank account were David Meara, Peter Silver, James Irving and Beverly Leach. In addition, Claire Seaton had limited authority to make payments online to the Choir.

#### **8. Inspire! Appeal**

The Rector reported that fund raising had slowed in late 2012 but it was hoped this would pick up in 2013. It was also reported that once the 'new' constituencies had been exhausted it was planned to approach the newspaper industry and 'old' constituencies.

#### **9. Electoral Roll Report**

The Electoral Roll stood at 506 ahead of it being wiped. The Electoral Roll Officer would be sending out new style roll forms, which asked for contact information.

10. **Architect's Report**

Assistance had been given in revision of the church's health and safety policy. The church's fire safety procedures had also been reviewed and were being updated. The new churchyard stand-pipe and enclosure had been completed. The digitised crypt plan had been extended following survey in the south-east corner. Repairs were under way after leakage in the men's toilet. Leaves had been cleared from the church roofs, apartment and rectory.

**'Inspire' Project Progress Report**

It had been decided to include the due testing of the church lightning conductor in the forthcoming 'Inspire!' work while scaffolding was in place. This work would include the provision of a second conductor to bring the spire's protection up to current standards.

Tests and trials had continued using a further cleaning method and trialling repointing techniques. The existing Portland stone had been analysed by the British Geological Survey and appropriate quarries identified for replacements.

What were perceived to have been successful consultations had taken place with English Heritage, the Society for the Protection of Ancient Buildings and with the City of London Corporation. The Diocese's certification was due within the coming week and application for Faculty would immediately follow. Tender invitations were issued on 12 December 2012 to six carefully chosen contractors. Tenders were due to be returned by 31 January 2013.

- a. It was confirmed that the Council would see and approve the budget for the first tranche of works.
- b. It was also confirmed that the spire floodlights were included in the Inspire! Appeal works, but were not part of the first phase of works.
- c. It was agreed that the Architect would seek quotes to replace the lock on the crypt electricity / lighting area.

11. **Any other business**

There was none.

12. **Closing prayers**

The meeting ended with the Grace.

The next meeting of the Council will be held on Wednesday 20 March 2013 at 6pm.