

St Bride's Church, Fleet Street

Minutes of the Parochial Church Council meeting Held on Monday 23 March 2015

Present: Rev'd Canon Alison Joyce (Chair), Peter Silver (Vice Chair), Emmanuel Adeniji, Guy Black, Gerald Bowey, Geoffrey Burgess, Chris Cottrill, Helen Fraser, Paul Dyson, Valerie Locks, Peter Longland, David Lowish, Ashley Painter, Ingrid Slaughter, Terence Smith, Grace Stedman, Jerry Wright

1. **Opening prayers**

The meeting opened with prayers.

2. **Apologies for absence**

These were received from Julie Christie-Webb, Rachel Corp, Eric Davies, Clive Hill-Archer, Janet Kitchen, John Smith, Mary Walker and Katharine Wilkinson.

3. **Business matters**

3.1. **Conflicts of interest.** There were no reported conflicts of interest.

3.2. **Non-disqualification.** No members declared themselves to be disqualified.

3.3. **Non-members in attendance.** Christopher Betterton, James Irving, Claire Seaton and Andrew Pianca and Dipesh Chhatralia (Auditors) were in attendance for all or part of the meeting.

4. **Minutes of the meeting held on 5 February 2015**

4.1. Peter Silver proposed and Valerie Locks seconded that the minutes be accepted.

4.2. The Rector signed the minutes as an accurate record of the meeting.

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

There were none.

6. **Rector's report**

The Rector spoke to her report, which had been circulated. In addition the Rector reported that she had been appointed Honorary Chaplain to the Worshipful Company of Turners.

7. **Financial report**

Ashley Painter (Treasurer) spoke to the 2014 Financial Statements, which had been circulated.

7.1. The Treasurer noted that a donation had been made to the CAFOD Ebola Appeal.

7.2. The Treasurer reported that the 2014 deficit was £48,456 which was in line with the budget for the year. It was noted that

- a. income from the church rate had fallen although this was off-set by lower interregnum costs, a reduction in Common Fund contributions and higher corporate donations;
- b. an expected legacy receipt had been re-allocated to the 2015 accounts;
- c. there had been an accounting change to better reflect in the accounts the church's fixed assets;
- d. changes had been made to the pension arrangements for employees.

7.3. The Treasurer reported that the church reserves policy was not being met.

7.4. It was noted that too much income was being taken from the Appeal Fund, and that its Trustees were reviewing this.

Andrew Pianca (Audit Partner) spoke to the Crowe Clark Whitehill Audit Findings letter, which had been circulated.

7.5. The Audit partner advised the Council that the Audit had been successfully completed.

7.6. The auditors advised that additional authorization and reconciliation review controls should be re-instated.

7.7. The Council thanked the auditors for their continuing work and recorded its gratitude to Andrew Pianca who was standing down as Audit Partner.

7.8. The Council agreed to review the charitable giving policy at a future meeting.

7.9. It was proposed by Chris Cottrill and seconded by Ingrid Slaughter that the Council adopt the 2014 Financial Statements. This was agreed by the Council.

7.10. The Rector signed the accounts, which would be displayed in the church ahead of the Annual Parish Meeting.

7.11. The Treasurer and James Irving were thanked by the Council.

8. **Inspire! Appeal update**

8.1. The Council was advised that the HLF bid had not been successful and that it had been decided not to resubmit a bid.

8.2. There had been some concerns regarding additional fund raising from the newspaper industry.

8.3. It was proposed to set up a steering group to review the options going forward, building on the work of the Inspire group, and linking these into the aims and objectives of the church.

8.4. It was agreed that the Head of Operations (HOO) should chair the Group and that the Rector and a Churchwarden would be members of it.

8.5. Chris Cottrill proposed and David Lowish seconded that the Rector and HOO would agree the final make-up of the group, noting that other interested persons would be asked to contribute to its discussions. The Council agreed this proposal.

8.6. The Council received a progress report from Julie Christie-Webb regarding the congregational appeal.

8.7. In discussion it was noted that it was planned to consider moving forward with the internal work where possible before beginning the external work.

9. **Architect's report**

The Architect's report had been circulated.

9.1. Ashley Painter proposed and Chris Cottrill seconded that the work to the gates be carried out. The Council approved the proposal.

9.2. The Council was advised that a faulty thermostat had been over-ridden with the result that the temperature in the church had been further lowered.

10. **Deanery Synod Report**

The Deanery Synod report, which had been circulated, was noted.

11. **Safeguarding report**

11.1. On behalf of the safeguarding team, Ashley Painter reported that one potential issue of precautionary nature had been noted and dealt with. No other safeguarding issues had been raised since the last meeting.

11.2. It was reported that Sue-Anne James had attended Diocesan safeguarding training and it was planned that Alison Martin would attend in due course.

11.3. DBS checks were ongoing – a roll description remained outstanding for the post of Guild Almoner before the church could be deemed fully compliant. Gerald Bowey offered to prepare a first draft.

12. Annual Meeting of Parishioners

The Rector noted that the Electoral Roll annual revision notice had been posted in the church and that three current PCC members were due to stand down at the annual meeting. There had been some expressions of interest from potential new PCC members.

13. Electoral Roll

Claire Seaton (Electoral Roll Officer) reported that the roll stood at 330 with the inclusion of five recent additions.

14. Database

Ashley Painter reported that training would be made available to the office staff on MS Office as well as the database. It was reported that the Guild had been approached to cover any reasonable training costs.

15. Any other business

15.1. Chris Cottrill reported to the Council that he had attended a recent Ward Mote and had raised the issue of lack of disabled parking in Salisbury Court, and had engaged in further dialogue with the Corporation on the matter. Dr Cottrill also noted that parking on raised areas was likely to incur parking penalties and had asked the Corporation to look at painting double yellow lines at these areas to make it clear that parking was not allowed. It was noted that the signs at Blue Badge bays in the City were misleading.

15.2. Chris Cottrill reported that the Mote had received a report on the societal work of St Andrew by the Wardrobe, which included practical assistance for those seeking work, help with the Hackney Food Bank and support for low paid workers in the City. The Council agreed to invite Rev'd Guy Treweek (Priest in Charge) to speak at a future meeting and to look at how St Bride's could support this work.

15.3. The Rector noted that the list of Rectors 'stopped' at John Oates and needed updating. It was agreed that this should be carried out.

15.4. The Rector reported that Julie Glaser had suggested a Parish 'Away Day'. The Council agreed that this should be looked into.

15.5. The Rector noted that the ministry of welcome had much improved and sought the Council's guidance whether this could be further enhanced by handing out service sheets to worshippers, rather than have them already in the seats. It was agreed that this was a good idea and that the younger members of the congregation should be asked to assist the Guild in carrying out this task.

15.6. The Council was advised that a report on the Sunday Club had been circulated. Katharine Wilkinson and her team were thanked for the work they had done ensuring the continuing success of the Sunday Club.

16. Closing prayers

The meeting ended with prayers.