

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

### **Minutes of the Parochial Church Council meeting Held on Tuesday 5 May 2015**

**Present:** Rev'd Canon Alison Joyce (Chair), Gerald Bowey, Geoffrey Burgess, Lucy Bowsher, Julie Christie-Webb, Chris Cottrill, Carole Cox, Helen Fraser, Paul Dyson, David Lowish, Ashley Painter, Ingrid Slaughter, Terence Smith, Jerry Wright

1. **Opening prayers**

The meeting opened with prayers.

2. **Apologies for absence**

These were received from Peter Silver (Vice Chair), Emmanuel Adeniji, Guy Black, Rachel Corp, Eric Davies, Clive Hill-Archer, Janet Kitchen, Valerie Locks, Peter Longland, Grace Stedman, and Katharine Wilkinson.

3. **Business matters**

3.1. **Welcome to new members.** The Rector welcomed Lucy Bowsher and Carole Cox as new members and also Everarda Slabbekoorn who was considering standing for the casual vacancy.

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

3.3. **Non-disqualification.** No members declared themselves to be disqualified. Members were reminded of the requirement to complete the annual non-disqualification statement.

3.4. **Non-members in attendance.** Christopher Betterton, James Irving, Claire Seaton and Everarda Slabbekoorn were in attendance for the meeting.

4. **Minutes of the meeting held on 23 March 2015**

4.1. Paul Dyson proposed and Terence Smith 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. **Appointment of Vice Chair**

Jerry Wright proposed, Chris Cottrill seconded, and the Council approved that Peter Silver be appointed Vice Chair.

7. **Appointment of Treasurer, Secretary and Electoral Roll Officer**

11.1. David Lowish proposed, Paul Dyson seconded, and the Council approved that Ashley Painter be appointed Treasurer.

11.2. Ingrid Slaughter proposed, Paul Dyson seconded, and the Council approved that Christopher Betterton be appointed Secretary.

11.3. Chris Cottrill proposed, Jerry Wright seconded, and the Council approved that Claire Seaton be appointed Electoral Roll Officer.

**8. Appointment of co-opted members**

8.1. Ashley Painter proposed, Carole Cox seconded, and the Council approved that Katharine Wilkinson be co-opted to the Council as Children's Champion.

8.2. Helen Fraser proposed, Ashley Painter seconded, and the Council approved that Julie Christie-Webb be co-opted to the Council as Congregational Appeal Chair.

**9. Appointment of Standing Committee members**

9.1. The Rector noted that she and the Churchwardens were automatically members of the Standing Committee, and that two members of the Council could be appointed to it.

9.2. Jerry Wright proposed, Terence Smith seconded, and the Council approved that Ashley Painter be appointed to the Standing Committee.

9.3. David Lowish proposed, Chris Cottrill seconded, and the Council approved that Julie Christie-Webb be appointed to the Standing Committee.

**10. Rector's report**

10.1. The Rector spoke to her report, which had been circulated.

10.2. The Rector and Head of Operations reported that an offer had been made for the post of full time verger to replace David Smith who was retiring. Josh Delia would start on 20 May and would work 3½ weekdays and one day each weekend (for a 37 hour week). There would be a two week hand over period with David Smith.

10.3. In response to a question regarding celebrating David Smith's retirement, it was noted that an event would be held in the summer and that David would continue to carry out some aspects of his Lay Minister role.

**11. Financial report**

Ashley Painter (Treasurer) spoke to the 2015 Forecast and the Consolidated 2014 Financial Statements, which had been circulated.

11.1. The Treasurer noted that the PCC account was running deficit of £34,682 for the first quarter but that he expected the outturn for the year would be within the budgeted deficit of £5,374.

11.2. In response to questions, the Treasurer noted that:

- a. the refreshments lines in the accounts also included those provided at ticketed events and that the Sunday refreshments were not loss making;
- b. the Sunday Club had not yet spent any of its 2015 allocation; and
- c. the 2015 Common Fund contribution was £75,000.

11.3. The Treasurer 'walked through' the notes to the Church's consolidated accounts, which had been circulated. It was noted that:

- a. the total resources available to the Church was circa £3.8m and that the Council controlled around £180,000 of that;
- b. the Media Trust would be merged with the Appeal Fund during 2015 and that the former held money raised from the 2004 endowment appeal as well as money raised for the Inspire! Appeal (which were held as restricted funds);
- c. a stewardship campaign would be required to increase congregational giving; regular giving accounted for 40% of collections and other donations.
- d. the Organ Fund was restricted to keeping the organ in good repair; major work would be required on the organ in the near future;

- e. the Appeal Fund was being drawn down at too great a rate (4.2% in 2014) to maintain an adequate capital value (estimates ranged from 2.5% to 3% as an ideal draw down rate), which would need to be addressed.
- f. The Appeal Fund had underwritten the tower and steeple refurbishment costs; although the Council had expressed a wish to reimburse the Fund, its Trustees were not expecting that to happen;
- g. the Architect would provide an estimate of internal costs by the next meeting;
- h. the office 'administration general' costs were explained as *inter alia* printer leasing, and general printing and stationery costs.

11.4. The Treasurer, the Head of Operations and the Chair of the Congregational Appeal Committee were thanked by the Council.

**12. Safeguarding report**

12.1. The safeguarding team report had been circulated. No safeguarding issues had been raised since the last meeting.

12.2. Helen Fraser proposed, Terence Smith seconded, and the Council approved that Ashley Painter be appointed Church Evidence Checker.

**13. Lay Chalice Assistants**

13.1. The Rector noted that Lay Chalice Assistants required a license from the Bishop.

13.2. Chris Cottrill proposed, Jerry Wright seconded, and the Council approved that Carole Cox, Everarda Slabbekoorn, Jane McLennahan and Valerie Locks be added to the Lay Chalice Assistants rota.

**14. Electoral Roll**

Claire Seaton (Electoral Roll Officer) spoke to her report which had been circulated. The roll stood at 332.

**15. Any other business**

15.1. Christian Aid had written to Incumbents asking for a special collection on behalf of Nepal. It was agreed to take a retiring collection after Sunday services. The congregation would be encouraged to Gift Aid any donation.

15.2. The Rector confirmed that she intended to invite Rev'd Guy Treweek (Priest in Charge, St Andrew Holborn) to speak at a special meeting and to look at how St Bride's could support St Andrew's outreach work.

15.3. In response to a question it was noted that contact with St James' School Zongoro had been limited recently, and that the relationship would be reviewed.

15.4. The Rector confirmed that a dedicated Stewardship meeting would be held.

**16. Closing prayers**

The meeting ended with prayers.