

St Bride's Church, Fleet Street

Minutes of the Parochial Church Council meeting Held on Tuesday 21 July 2015

Present:

Rev'd Canon Dr Alison Joyce (Chair), Peter Silver (Vice Chair), Emmanuel Adeniji, Guy Black, Gerald Bowey, Geoffrey Burgess, Lucy Bowsher, Julie Christie-Webb, Paul Dyson, Helen Fraser, Clive Hill-Archer, Valerie Locks, Peter Longland, Ashley Painter, Everarda Slabbekoorn, Ingrid Slaughter, Terence Smith, Grace Stedman Jerry Wright

1. Opening prayers

The meeting opened with prayers.

2. Apologies for absence

These were received from Rev'd Dr Jeff Lake, Rachel Corp, Chris Cottrill, Carole Cox, Eric Davies, Janet Kitchen, David Lowish 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. Members were reminded of the requirement to complete the annual non-disqualification statement.

3.3. **Non-members in attendance.** Christopher Betterton, Claire Seaton, Josh Delia and John Smith were in attendance for the meeting. Josh Delia, Verger, was welcomed to his first meeting.

4. Minutes of the meeting held on 5 May 2015

4.1. Item 11.3.b was revised to read that the "latter [the Appeal Fund] held money raised from the 2014 endowment appeal ..."

4.2. Paul Dyson proposed and Helen Fraser seconded that the minutes be accepted.

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

5. Matters arising not on the agenda

There were none.

6. Election to fill a casual vacancy

Clive Hill-Archer proposed, and Valerie Locks seconded that Everarda Slabbekoorn should be elected to the casual vacancy. Everarda Slabbekoorn was elected unanimously.

7. Rector's report

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

7.2. The Rector reported that she had been invited by the Friends of Chelmsford Cathedral to speak on St Bride's ministry to the media.

7.3. In response to questions on staffing matters it was reported that:

- a. the Head of Operations was on a three month paid sabbatical until the end of September. His work was being covered by the Administrator and the Treasurer continued to sign off financial transactions and assisted with other matters where required. The cost of the sabbatical had been covered by a donation from the Telegraph Group;
- b. a part time verger had been appointed to ensure that the church was adequately staffed during opening hours, in particular Saturdays. It was confirmed that the appointment had been handled correctly under the terms of the initial advert for the head Verger's post.

8. St Bride's – Looking ahead: vision and priorities

The Rector spoke to her discussion document, which had been circulated.

8.1. The Rector reported that she had noted a general feeling in the church about lack of consultation in some areas of our work and ministry and had produced a starter discussion document which had been circulated to members.

8.2. It was agreed to hold a special meeting on 10 August, dedicated to discussing, *inter alia*, the church's mission, stewardship and branding.

8.3. Members were encouraged to submit their thoughts to the Secretary in writing prior to the meeting to support the discussion.

9. Financial report

Ashley Painter (Treasurer) spoke to the 2015 Forecast, which had been circulated.

9.1. The Treasurer reported that the PCC account was running deficit of £48,081 for the first half but that this was in line with expectations.

9.2. It was noted that collections were down on previous years, due to the decrease in occasional services.

9.3. The presentation of the forecast had been changed to better reflect the net staff and choir costs.

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

- a. Costs would need to be closely monitored;
- b. The majority of income is received in the final quarter;
- c. A full year forecast column would be included going forward; and
- d. the PCC account was in a better position than at the same time in 2014.

9.5. The Treasurer was thanked by the Council.

10. Architect's report

John Smith (Architect) spoke to his report, which had been circulated.

10.1. Forecasts for the interior redecoration had been received that day. These were less than had been forecasted but would be reviewed; it had been suggested that the works could be phased around the building but that other factors (including the organ) would need to be taken into account. It was noted that the gilding in the church would be cleaned where possible, although grants were available from the Goldsmiths Company if remedial work was required.

10.2. Some work was required to the roof, for which a grant had been received. Peter Longland proposed and Terence Smith seconded the resolution that 'the church seeks faculty authorisation to undertake works on the church roof including works to the drains, pipes, drainage boxes and gutters above the nave'. The resolution was passed.

In response to questions the Architect noted that:

10.3. The church would undoubtedly save money if the heating was properly fixed and that this was being looked into, as was the heating supply to the rectory.

10.4. The spire lighting would be revisited.

10.5. The installation of photovoltaic panels on the roof would be revisited.

11. Main Altar: issues arising in worship

The Rector noted that the Common Worship liturgy was designed for the president to be westward facing, and that there were also practical issues with the current eastwards facing set up. Suggestions would be made in due course, and it was agreed that the main aim was to make worship more coherent.

12. Fundraising Pancake Party and Charity Auction

It was planned to hold a fundraising event in the church on Tuesday 9 February 2016; the Council agreed that there were no objections to holding a charity auction in the church.

13. Lay Chalice Assistants

The Rector noted that she had written to the Bishop to seek licenses for the proposed Lay Chalice assistants (Carole Cox, Josh Delia, Valerie Locks, Jane McClenahan and Everarda Slabbekoorn).

14. Safeguarding report

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

14.2. It was reported that some Sunday Club Leaders were not DBS compliant and that this would have to be resolved before the start of the September term.

14.3. A role description for the Guild Almoner had been sent to the Rector and officers of the Guild. This would be reviewed and a DBS application made for the post holder.

14.4. Lucy Bowsher offered to carry out a school style safeguarding check.

15. Electoral Roll

Claire Seaton (Electoral Roll Officer) spoke to her report which had been circulated. There had been no changes since the previous meeting and the roll stood at 332.

16. Any other business

There was none.

17. Closing prayers

The meeting ended with prayers.

Next meetings:

Monday 10 August (6pm – 8pm: to discuss the 'Looking ahead' report)

Tuesday 29 September 2015

Wednesday 18 November 2015