

# PARISH OF ST. JOHN AND ST. LUKE, CLAY HILL

## Minutes of the meeting of the Parochial Church Council on Thursday 18 September 2014, commencing at 7.30pm, The Jean Price Hall

### Present:

Fr Edward Dowler (Chair), Ian Buswell, Tracey Coleman, Rosemary Dixon (Secretary), Mary Englefield, Cheryl Graham, Elaine Plumb, Maureen Shapland, Monica Wood, Joan Young.

Item		Action by:
1	<b>Apologies</b> for absence were received from: Paul Bates, Sharon Hurst, Luke Kirkham, Michael Mansfield, Gillian Medcalf, Andrew Reid, Rachael Ryan, Roy Tungatt, John Wright.	
2	<b>Minutes of the previous meetings:</b> Minutes of the previous meeting held on 2 July 2014 were approved and signed by the Chair.	Secretary R Tungatt
3	<b>Actions and Matters Arising from the Minutes not included on the Agenda:</b>	
3.1	<b>Item 5 Safeguarding Policy:</b> <u>Noted:</u> The signed PCC Safeguarding Policy had been forwarded to the Diocesan Safeguarding Team.	
3.2	<b>Item 8.1.2 St John's School:</b> <u>Noted:</u> Concerning the PCC representative as School Governor: All Schools were required to reconstitute their governing bodies over the coming year and this item would be reviewed when the new constitution was known.	
3.3	<b>Item 8.4 Health and Safety:</b> <u>Noted:</u> Regular monthly checks were being carried out by the churchwardens.	
4	<b>Finance:</b>	
4.1	<b>Finance Report as at 18 September 2014:</b> <u>Received:</u> The Income and Expenditure summary and Commentary on the accounts from the Treasurer (Appendix A). <u>Agreed:</u> The financial state was encouraging.	
The Council thanked the Treasurer for his report and commentary.		
4.2	<b>Fundraising:</b> <u>Noted:</u> About £2,000 had been raised through the Autumn Fair on 6 September.	
The PCC thanked Anna Dowler, Rachael Ryan, Heather Livermore, other members of the Fair Committee and the volunteers for their hard work towards this successful event.		
5	<b>Services:</b>	
5.1	<u>Harvest Festival 5 October 2014</u>	

Noted: The focus would be on the Winter Night Shelter and it was hoped that offers of help and monetary donations would be received. Tomato and vegetable soups, penne pasta, toiletries and other specific items would be donated for the Night Shelter. Other food donations would be delivered to the Food Bank.

5.2 St Luke's Patronal Festival 19 October 2014

Noted: The visiting preacher would be Fr Stephen Taylor. This was an Extended Choir event and would be followed by a Bring & Share lunch.

5.3 All Souls Service 5 November 2014

Noted: Families who had arranged funerals in the Parish in the past year would be invited and all who wished to remember a friend or family member would be welcome.

5.4 Remembrance Sunday 9 November 2014, St Luke's.

**6 Buildings**

6.1 **St John's Church:**

6.1.1 Noted: The urgent maintenance of the uneven path by the Memorial Garden was in hand.

6.1.2 Noted: Following Ben Weddell's advancement to university, the Vicar would be interviewing a student of Dame Alice Owen's School for the post of organist. Fr Edward

Agreed: The Parish's nurture of young organists would strengthen the grant applications for St Luke's organ renovation. J Wright

6.2 **St Luke's Church: \***

6.2.1 Lighting:

Noted: Apart from the Lady Chapel, the lighting was insufficient and also not particularly 'warm'. The church had recently been rewired and so the basics were in place.

Agreed: The Vicar would make enquiries with the Archdeacon about lighting specialists. Fr Edward

6.3 **Halls:**

6.3.1 Jean Price Hall:

Noted: Quotations for a laminate wood floor were still being received and considered. Wardens

Noted: A mice problem was being dealt with. Wardens

Noted: A shed was required in which to lock tables and chairs, At present Ian transported furniture when required from St Luke's.

6.3.2 St Luke's Hall:

Noted: There had been an increase in regular bookings and birthday parties.

**6.4 Health and Safety:**

Noted: There were no issues to report.

The PCC thanked the churchwardens for their work.

## **7 Winter Night Shelter:**

- 7.1 Noted: Peter Livermore was the Administrator of the Shelter and a list for volunteers would be started. Volunteers would not need to be available every week. There would be three shifts (setting up & supper, night cover, breakfast & clearing up) covering 8pm to 8am. Fr Edward Warden
- 7.2 Noted: Peter is to find a builder with regard to the installation of a shower in the toilet at the west end of the church while retaining the disabled access.  
Agreed: To invite local bathroom companies to sponsor the installation of a shower.
- 7.3 Noted: Chase Side Launderette will do the service-wash for £20-30 but storage space for the mattresses needed to be devised
- 7.5 Agreed: To investigate the possibility of obtaining a hot cupboard as there was no cooker in the Refectory and food must be brought in ready-cooked and kept hot.

## **8 Proposed Nursery School at St. John's:**

- 8.1 Noted: The Borough had shelved the one-form entry proposal for St John's School. However, it was proposed to extend the entry from 13 to 15 children per year.
- 8.2 Noted: LBE was seeking extra nursery places. Two representatives had visited and stated that the Borough may support a private nursery. Alison Riecke had expressed an interest in setting up a nursery for 12 children in the Jean Price Hall. This would work alongside the School's nursery which was restricted in the number of hours it could take children, and the new arrangement may be useful.  
Agreed: To request Alison to submit a proposal and to set up a Sub-Committee of the Vicar, St John's churchwardens, the Hall Managers and the Treasurer to consider the proposal. Fr Edward I Buswell M Shapland  
Agreed: To empower the Sub-Committee to come to a decision with regard to the proposal. J Wright J Young  
Noted: This would be positive action in bringing families into the church environs.  
Noted: The Hall would not be available on weekdays and it would affect weekend use.  
Noted: At present, rental raises £2,500 per annum. The nursery would need to raise £5,000-£6,000 to cover a cleaner and grounds maintenance. The area would need to be fenced for safety.  
Noted: Storage and security were likely to be the main issues for consideration.

## **9 Uniformed Organisations:**

- 9.1 Noted: The 6<sup>th</sup> and 13<sup>th</sup> Enfield Scout Groups were now meeting together at Our Lady and St George and will be merging, subject to the District Commissioner and members' agreement. The Group will not retain the name "St Luke's" and are likely to have a new Group registration number.
- 9.2 Noted: The 12<sup>th</sup> Scout Group of Beavers, Cubs and Scouts were currently meeting at St Luke's Hall on one evening per week pending the development of the Stratton Avenue Hut, and have requested that they retain the

opportunity to meet there without rental.

Noted: The Parish does not have any other youth group.

Proposed: A five year agreement to sponsor the Group and that they use the Hall rent-free, but make an annual donation of money or in kind.

Fr Edward  
I Buswell

Agreed: The PCC agreed this proposal.

**10 Forthcoming Events:**

10.1 Noted: At the Bishop's request, the Vicar had organised a conference in Durham for clergy in the Edmonton Episcopal Area in the week of the 22 September.

10.2 18 October: Bingo Evening, St Luke's Hall

2 October: Meditation Group meeting, with Fr Graham Watson.

30 November: Advent Lights.

**11 Date of next meeting:**

PCC Awayday 10am – 1pm Saturday 29 November 2014, Jean Price Hall.