

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

Minutes of the meeting of the Parochial Church Council on Wednesday 15 September 2016, commencing at 7.30pm, Jean Price Hall

Present:

Andrew Reid (Chair), Paul Bates, Marion Berry, Ian Buswell, Rosemary Dixon (Secretary), Mary Englefield, Anna Erikson, Cheryl Graham, Michael Mansfield, Elaine Plumb, Monica Wood, John Wright, Joan Young.

Item		Action by:
1	<p>Nomination and approval of Chair: <u>Proposed:</u> Andrew Reid to Chair the PCC meetings during the interregnum. <u>Approved:</u> The PCC approved the nomination.</p> <p>The PCC thanked Andrew for volunteering to Chair the PCC.</p>	
2	<p>Apologies for absence: Peter Livermore, Gillian Medcalf, Maureen Shapland, Roy Tungatt.</p>	
3	<p>Minutes of the previous meeting: Minutes of the previous meeting held on 27 July 2016 were approved and signed by the Chair.</p>	
4	<p>Actions and Matters Arising not included on the Agenda:</p>	
4.1	<p>Item 4.4 Vacancy arrangements: <u>Noted:</u> The Parish Administrator was successfully arranging a schedule of visiting priests to cover forthcoming services. <u>Noted:</u> The PCC was pleased to receive news that Fr Richard Maudsley would be available to take some Christmas services. <u>Agreed:</u> To arrange for Fr Richard Maudsley to contact Fr David Nash directly to co-ordinate a schedule.</p>	M Englefield
4.2	<p>Item 7.5 Health and Safety: <u>Noted:</u> There continued to be a vacancy for a Health and Safety Officer.</p>	J Wright
5	<p>Finance:</p>	
5.1	<p>Finance Report as at 12 September 2016: <u>Received:</u> The financial summary and commentary on the accounts (Appendix A) from the Treasurer.</p>	
5.1.1	<p><u>Reported:</u></p> <ol style="list-style-type: none"> a. There was an operating surplus of just under £19,000 to date, which was comparable to the position in September 2015. b. The general fund contained £44,000. c. The main non-routine items of expenditure were i) building repairs and 	

maintenance (gutter cleaning and woodworm treatment); ii) purchase of petrol lawn mower and roller cutter; iii) coach to Rye; iv) £1,800 for renovation of St Luke's Refectory and together with chairs, tables and coffee machine costing £2,300.

Noted: Future expenditure will include St John's Lychgate, redecoration of St Luke's Hall and work to address issues identified by the quinquennial surveys.

The PCC thanked John Wright for his work as Treasurer.

5.2 Stewardship Report:

Received: The Stewardship Report from the Stewardship Recorder (Appendix B).

Noted: The renewal campaign would be launched in October.

M Berry

The PCC thanked Marion Berry for her work as Stewardship Recorder.

5.3 Bequests:

5.3.1 Agreed: The bequest of the late Elsie Haslett would initially be used to purchase a grand piano for St Luke's Church and a portable keyboard for St John's Church. A further £1000 would fund the Organ Scholarship for one year. The balance of the legacy would be put towards St John's lychgate repairs/refurbishment.

J Wright

5.3.2 Noted: The Treasurer had been notified of a bequest from the estate of the late Annie Etteridge. Ms Etteridge's ashes were to be interred in the Macy Garden.

Agreed: Andrew Reid would contact the solicitor and arrange for the interment.

A Reid
J Wright

5.4 Fundraising:

5.4.1 Noted: The following events were proposed:

Bingo: 15 October, possibly in St Luke's Church.

A Reid

Quiz Evening: Possibly 19 November, or end November/beginning December.

A Reid

Christmas Cracker: Sunday 4 December.

J Young

5.4.2 Received: Notification of the Edmonton Fundraising Workshop of 3 October at Holy Trinity Church, Tottenham from the Archdeacon of Hampstead. The booking form was available at <http://edmontonworkshop.eventbrite.co.uk>.

6 Future appointment:

6.1 Agreed: The PCC would not veto any choice of incumbent based on gender.

6.2 Noted: A statement describing the needs and traditions of the Parish had previously been prepared and could be revisited.

Noted: The churchwardens would consult the Bishop on his visit to the parish

on 29 September. The Archdeacon was due to visit on 20 November.

- 6.3** Agreed: The parish’s incumbent “wishlist” would include: a family; to be adaptable to the different needs of both churches; to be moderate in any proposals for change.
Proposed: The PCC Away-Morning in November to be used to invite interested members of the congregation to an open discussion about the sort of incumbent wanted, and to advertise this event on the Newsheet. A Reid
Agreed: To wait until the Bishop had been consulted on 29 September about the way forward before organising the Away-morning discussion. Wardens
Secretary
- 7** **Services:**
- 7.1** Noted: The Area Dean provided a list of available priests during the interregnum, and the Parish Administrator had not been notified of the availability of any female priest.
- 7.2** Agreed: The churchwardens, Roy Tungett, Andrew Reid and Mary Englefield would finalise arrangements for special services. M Englefield
A Reid
R Tungett
Wardens

The PCC thanked Mary Englefield for her work on this matter.

8 **Buildings:**

8.1 **2015 Quinquennial Report progress:**

Reported: Several items had been completed.

8.2 **St John’s church:**

Noted: A structural engineer would inspect the lychgate and advise on its repair. Cost estimates would then be sought and permission would be required from the Archdeacon. Wardens

Agreed: The lychgate needed to be made safe and access diverted if necessary. Wardens

8.3 **St Luke’s church:**

8.3.1 Noted: The Refectory had re-opened under new management.

8.3.2 Proposed: Marion Berry proposed a “Parish Plot”, a mixture of flower garden and allotment, in the area of St Luke’s grounds previously occupied by a homeless person. This would be managed by adults but involve all ages, and support would be sought from Forty Hall and Capel Manor.

Agreed: To obtain definite offers of help but that this would need the approval of the new incumbent before any implementation. M Berry

8.4 **Halls:**

St Luke’s Hall:

- Noted: Plans for refurbishment needed discussion. I Buswell
Agreed: To carry this item forward.
- 8.5 Health and Safety:**
Noted: Nominations were being sought for the post of Health and Safety Officer. John Wright was overseeing Health and Safety aspects in the interim. J Wright
Noted: There was a need for the procedures from the Health and Safety report to be implemented.
- 9 Mission Action Plan and Capital Vision 2020:**
- 9.1** Noted: House Group meetings had been set for the rest of 2016: 28 September, 19 October, 30 November. There would be interactive sessions based on The Lord’s Prayer, covering topics such as intercession, dealing with disappointment, learning to listen.
- 9.2** Noted: The Winter Night Shelter would operate from Wednesday 4 January to Tuesday 4 March 2017. St Luke’s would host the shelter on Friday nights as previously. A new flyer would be produced for volunteers and donations, and Peter Livermore would contact previous volunteers. New camp beds would be purchased to replace the airbeds, which would be given to Lancaster Road URC. P Livermore
- 9.3** Received: A paper from Monica Wood concerning the Bridge of Hope Children’s Ministry (Appendix C).
Noted: A standing order would be mandated to Bridge of Hope Children’s Mission for £25 per month, requesting that it is allocated to the “Give a Child a Home” project. Proceeds from other fundraising, eg, Hunger Lunches, may be donated in addition.
- 10 Forthcoming events:**
 See 5.4 Fundraising.
- 11 Any other business:**
 No other business had been notified.
- 12 Dates of next meetings:**
Agreed: To cancel the proposed PCC Away-Morning and to replace it with an evening PCC meeting on 24 November. Secretary
Agreed: To replace the Away-Morning with a Parish discussion session concerning a new incumbent, pending the outcome to the Bishop’s visit with the churchwardens. Wardens
 A Reid
 Secretary
- PCC: 7.30pm Thursday 24 November, St Luke’s Church.
 - NOTE: CANCELLED: Away Morning Saturday 19 November.

Signed:

Date:

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