

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

Minutes of the meeting of the Parochial Church Council on Tuesday 20 January 2015, commencing at 7.30pm, St Luke's Church

Present:

Fr Edward Dowler (Chair), Ian Buswell, Rosemary Dixon (Secretary), Mary Englefield, Cheryl Graham, Luke Kirkham, Michael Mansfield, Elaine Plumb, Maureen Shapland, Roy Tungatt, John Wright.

Item		Action by:
1	Apologies for absence were received from: Paul Bates, Tracey Coleman, Sharon Hurst, Gillian Medcalf, Andrew Reid, Rachael Ryan, Monica Wood, Joan Young.	
2	Minutes of the previous meetings: Minutes of the previous meeting held on 29 November 2014 were approved and signed by the Chair.	Secretary R Tungatt
3	Actions and Matters Arising from the Minutes not included on the Agenda:	
3.1	Item 3.2 Buildings (St Luke's Church): <u>Agreed:</u> Lighting – to be carried forward to a future meeting.	Fr Edward Secretary
3.2	Item 3.3 Buildings (Jean Price Hall): <u>Noted:</u> The laminate wood flooring had been laid.	
3.3	Item 3.5 Uniformed Organisations: <u>Noted:</u> A draft agreement to sponsor the 12 th Scout Group had been prepared and the registration of the Group was being processed.	Fr Edward
3.4	Item 5 Authorised Pastoral Assistant: <u>Noted:</u> The correct appointment title for Michael Mansfield is Authorised Pastoral Assistant.	
3.5	Item 7.2 Bishop's Farewell: <u>Noted:</u> The collections from the first two Sundays of January are being donated to the Bishop's Fund.	
4	Mission Action Plan:	Fr Edward
4.1	<u>Agreed:</u> The MAP to go on the website.	R Tungatt
5	Finance:	
5.1	<u>Noted:</u> The St John's Roof Fund had been closed as at 31 December 2014.	
5.2	Annual Report and Financial Statement 2014: <u>Received:</u> The Annual Report and Financial Statements for the year ended 31	

December 2014 (Appendix A).

Proposed and Seconded: Fr Edward and, in the absence of Joan Young as Vice-Chair, Ian Buswell sign the Annual Report and Financial Statement for submission to the Independent Examiner.

Noted: The PCC gave formal approval to the Annual Report and Financial Statement which was signed by Fr Edward and Ian Buswell. Treasurer

The PCC thanked the Treasurer and Secretary for the report.

5.3 Finance Report as at 31 December 2014:

Received: The Commentary on the accounts for the year ended 31 December 2014 (Appendix B).

Noted: The Parish achieved a surplus of £9,300 of income over expenditure, compared to deficits for the past 8 of 9 years.

The PCC thanked the Treasurer for his report.

5.4 Stewardship:

Noted: The Stewardship Officer had raised a tax claim for October to December 2014.

Noted: £22,500 had been received since 1 April 2014 and the amount received in the financial year is expected to be close to the forecast figure.

Noted: The packs were being prepared for the Lent Review in March.

The PCC thanked the Stewardship Recorder for her report.

5.5 Fund Raising - Winter Night Shelter:

Noted: £12,000 had been raised and a grant of £1,000 had been received from the Old Enfield Charitable Trust which had been used to install a power supply for an oven, kitchen equipment and insurance cover.

Noted: A fan heater would be installed in the vestry toilet, costing £450. A shower was not easily practicable and not necessary at this time but the sinks may be upgraded and the water heater replaced. Churchwardens

Noted: Utilities were estimated at £120 per night (for 6 nights). This would be deducted from the fund and any remaining would be carried forward to 2016.

6 Services:

6.1 Noted: The Thursday evening Meditation Group continued to go well.

6.2 Noted: At the request of the uniformed organisations, the Family Service and Parade would be on Mothering Sunday in March. Fr Edward

6.3 Noted: Lucy Turner was no longer able to run the Musical Sunday School, and Leah Ham, an experienced music teacher, would be taking over from the third Sunday in February.

6.4 Noted: The joint evening services with URC on the third Sunday of each month would continue until the vacancy at URC had been filled (probably September).

7 Buildings:

7.1 St John's Church and Hall:

Noted: The hall flooring was smart and a steam cleaner had been bought.

7.2 St Luke's Church – Organ Restoration:

Noted: The Parish has been awarded a £49,000 grant by the Heritage Lottery Fund. The HLF contact had been complimentary about the proposal submitted. The Parish had raised a further £9,000. A further £10,000 to £13,000 was required. HLF required assurance that the Parish would fund any shortfall up to £10,000.

Proposed and Seconded: Any shortfall in fundraising to be covered by the St Luke's designated renovation fund which currently contains £70,000.

Agreed: The PCC agreed that any shortfall would be covered by the St Luke's Church and Hall Improvements Fund (designated).

Treasurer

Noted: The final estimate and contract would be received and agreed in the near future, with work expected to start in February, taking 3 months.

Noted: Fundraising events planned included a Beetle Drive, Ceilidh and post-renovation recitals and concerts.

Noted: During the renovation, a keyboard or piano would be played for services.

Noted: The Organ Project newsheet had been updated (number 2, 14/1/15 – Appendix C) and was available in the churches. An exhibition of the Parish's history was being assembled and items for inclusion would be welcome.

Noted: The Bishop of London would be invited to the Patronal Festival and rededication of the organ.

Fr Edward

The Council thanked John Wright for his very successful work on this project.

7.3 St Luke's Hall:

Noted: The Nursery using the hall would like to provide a daytime sleeping area in an enclosed area of the hall. Works might involve moving the stage and relocating the main electricity supply box and gas meter. The roof of the enclosed area would need to be sufficiently strong to support any maintenance needed on the windows above.

Agreed: To consider written proposals at the next meeting.

I Buswell

7.4 Health and Safety:

Noted: Monthly and regular checks were ongoing and documented.

8 Annual Parochial Church Meeting :

8.1 Received: The Churchwardens' Annual Reports (within Appendix A) in

preparation for the APCM in March.

Approved: The PCC approved the Churchwardens' Annual Reports.

Secretary

The PCC thanked the Churchwardens for their work.

9 Date of next meeting:

APCM: 12 noon Sunday 15 March 2015, St Luke's Church.

PCC: Sunday 15 March, following APCM.

PCC: Thursday 30 April 2015, Jean Price Hall.

Signed:

Date:

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