

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

Minutes of the meeting of the Parochial Church Council on Tuesday 1 February 7.00pm in St Luke's Church

Present:

Mthr Mitzi James (chair), Fr Jeremy Foot, Marion Berry, Ian Buswell, Mary Englefield, Cheryl Graham, Heather Livermore (secretary), Peter Livermore, Michael Mansfield, Elaine Plumb, Anne Tucker, Jack Williams and John Wright

Item		Action by
1	Apologies for absence Paul Bates, Joan Young and Doreen Addy	
2	Minutes of previous PCC meeting Minutes of the previous PCC meetings held on 23 November 2023 and Extraordinary meeting on 17 December 2023 were approved by the PCC.	
3	Actions and Matters Arising There were no Matters Arising	
4	Future Services <ul style="list-style-type: none">• There will be two Ash Wednesday services - St John's in the morning and an evening service at St Luke's• Lent course on a Tuesday evening in person and also online using the London Diocese on Listening course.• Wednesday morning Liturgy during Lent at 10.00am alternating between the two churches.• Palm Sunday 24 March starts at St Luke's and walk to St John's. There will be an evening service as well at St Luke's time TBC• The Monday, Tuesday and Wednesday during Holy Week there will be a Eucharist at St Luke's Tuesday and Thursday and St John's on Wednesday -Times TBC.• Maundy Thursday 7.30pm Last Supper and foot washing with hour vigil in silence after the service with our Guest Preacher• Good Friday 11am Children's Liturgy and Stations of the Cross at St Luke's. 2pm Liturgy St Luke's (again with our Guest Preacher). 7.30pm Tenebrae service at St John's (discussion took place to see if the Tenebrae service could be moved to another day during Holy Week next year (2025), but discussion was needed to be held first with Nathan and the choir.	

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	<ul style="list-style-type: none"> • Holy Saturday – morning cleaning session. 7.30pm Easter Vigil at St Luke’s, invite St Mary Magdalene to see if they would like to join us. • Easter Day 31 March 10am Eucharist service at St Luke’s. As we have two Paschal Candles, It was agreed that St John’s Easter Candle will be received on Sunday 7 April. • Later in the year, dates to be confirmed but perhaps early Summer there will be a discipleship course for people to understand the Christian doctrine better, go a little deeper and to ask questions; This is to be as open and accessible as possible and it will run alongside and complement the House Group. 	
5.0	Preparations for Annual Meetings	
5.1	The APCM will be on Sunday 3 March after the service.	
5.2	The PCC agreed the Accounts for 2023 and were signed by Mthr Mitzi and Ian. John is meeting the Independent Examiner next Monday. John was thanked for all his work.	
5.3	Heather reported that she had received all the reports and had sent out a draft of the report to the PCC members. She was still tweaking the report and Mthr Mitzi will finalise it. A copy will be sent to John Wright to incorporate the accounts. ACTION: Heather to send finalised Annual Report to John	Heather Livermore
5.4	Heather reported that Bridget had advised that four people had unfortunately passed away this year and therefore had been removed from the Electoral Roll, the number currently stands at 113. We need to encourage more people at our churches to go onto the Electoral Roll.	
5.5	Nomination applications had been sent out to all PCC members, all who were in attendance agreed that they were happy to stand again.	
6	Safeguarding Nothing to report.	
7	Mission and Pastoral Work	
7.1	Youth Ministry and Engagement Michael reported that he had attended the Governor’s meeting at St John’s school prior to the PCC meeting and all is going well, they received reports on tag rugby, literacy, staffing, spirituality in the curriculum, admissions and ate cake! Mthr Mitzi said she hopes there will be some children interested in being confirmed and will be holding a School Eucharist Service at the end of the Summer Term The school, has a high proportion of children with special educational needs and it was noted that all the teachers and support staff are very	

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	<p>dedicated and work hard. Jack has visited the school and Joan goes in to help with reading, others are encouraged to get involved. Mthr Mitzi reported that she is in contact with the Chaplain at Wren, Alison, and hopes to do joint classes for confirmation. Lavender School used St Luke's church for their Christmas concert, which had not been done since before lockdown. They had been in touch with Mthr Mitzi who will go and visit them very soon. There is another children's craft day during half term on 12 February during the Place of Welcome.</p>	
7.2	Bubble Church Mthr Mitzi reported the first Bubble Church will start this Sunday 4 February. 5/6 families had signed up already. It was agreed that the Deanery needed to know so they can put the information in the Edmonton Newsletter and we will take the Bubble Church cards to Nursery on the Hill.	
8	Finance	
8.1	Financial summary as at 31 January 2024	
	<p>John Wright provided a summary on the accounts, money had been spent during January including a new photocopier at St Luke's, a printer for St John's, gas heater guards, insurance (although John Rhatigan has negotiated for us a much better price). Mothers' Union members had contributed towards the new chairs with arms for St Luke's. The online accounts system is set up, which means that John doesn't have to do the back-ups. He will take a copy of the signed minutes to Metro Bank to upgrade the accounts payment system. The deficit in January is £5,000. Michael asked how much the new Card Machine had taken, which is £68 and gift aid can be reclaimed.</p>	
8.2	Stewardship Report Marion provided a report, there will be a Stewardship review at the end of February.	
8.3	Pattie Skeats Bequest	
	<p>Mary provided an update that she received on 19 January. The Master of the Supreme Court has approved the liquidation and distribution account. The media publication has been instructed to proceed with the second advert. Provided that the SARS queries are addressed, and all goes well it will proceed.</p> <p>Mthr Mitzi wanted all PCC members to be very clear about our policy and our obligation and so reiterated that when someone leaves money in their Will, we will always honour their wishes and what they want. Pattie made her Will when there was one church, however the money will benefit the whole parish, but still honouring Pattie's wishes. If anyone has any concerns, they should speak to Mthr Mitzi. Bequests are an important part of our future income, and we want people to be</p>	

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	confident that after they have died they and their families can trust us, as Trustees of the church and their gift, to comply with their wishes,
9	Buildings
9.1	<p>St John's church hall and grounds</p> <p>Marion Berry provided a report. Marion is still waiting for the specifications for the structural survey and will move it forward. She has received three quotations for the organ, which vary considerably. She has contacted the NCT regarding a grant. Marion has been told that the organ is a Grade II listed instrument.</p>
9.2	<p>St Luke's church and grounds</p> <p>Ian Buswell said that he spoke to an architect to help with the scheduling for the Quinquennial repairs, there is a lot of work to do, specialist work as well as general repairs.</p> <p>AGREED: Ian to appoint an architect</p> <p>John said that the parish had not had any major projects for a few years, but there is a need to look at the big picture of both St John's and St Luke's buildings and look at what needs to be done and put in red the urgent matters. He reported that there is money allocated and we need to maintain our buildings, however we need to be mindful and not run out of money.</p>
9.3	<p>Vicarage</p> <p>Mthr Mitzi reported that she had just about moved in and she finally has a downstairs flushing toilet and running water upstairs. John said that John Rhatigan had looked at quotes for broadband and telephone providers and BT seemed the best. Thanks were extended to Mary for fielding and dealing with all the parish phone calls for the last two years.</p>
10	<p>Social and Fundraising</p> <p>Mary reported that the May Fayre would be on Saturday 18 May. The quiz had been booked for 20 April and another one on 9 November, the last quiz had been very successful. The Christmas hamper raffle was really good, and a Spring/Summer raffle is planned to be drawn at the May Fayre. It was agreed to have a subcommittee to apply for grants and Marion will take the lead. Cheryl suggested that the next flower show is a flower festival.</p>
11	<p>Any Other Business (to be given to the Chair before the meeting)</p> <p>Mthr Mitzi reported that the Enfield Deanery Church Warden's Commissioning is on 15 July 7.00pm and we have been asked to host it at St Luke's church.</p>

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Dates of future meetings for 2024:

Sunday 3 March APCM with election of officers at St Luke's

Tuesday 23 April - St John's at 7pm (preceded by St Georges Day

Eucharist for those who wish to attend)

Saturday 29 June - St John's - 10am (preceded by breakfast for those who wish to attend)

Sunday 29 September – St Luke's after church 12.00 noon

Thursday 21 November – St Luke's at 6pm (preceded by Evening

Prayer at 5.30pm)

Signed _____

Date _____