**St Giles’ Church West Bridgford**

**Parochial Church Council Meeting**

**23rd February 2022**

**Present:** Barry Clarke, Catherine Elliott, Al Ferraro, Jude Hill, Christine Hutchings, Chris Lane, Johanna Langheld, Lee Proudlove, Roger Ottway, Peter Rhodes, Sarah Slack, Claire Voce, Hilary Walters, Sheila Wheaton.

Also invited & in attendance: Daphne Carter, Ellen Dann, David Davis

**Minutes**

1. Opening Prayers
2. Apologies: Martin Crew, Barry Hayman, Johanna Langheld, Neil Sutcliffe
3. Minutes of the meetings held on 19th January 2022 – agreed
4. Matters arising:
5. Can we make the Churchyard more wildlife friendly? In Neil’s absence, deferred to next meeting.

When the weather is better, we should organise a working party to tidy up the churchyard (perhaps House Groups could take this on). We would need professional help to clear the drain in the car park, which regularly floods.

1. Update on planning for the interregnum

Lee and Claire have been keeping tabs on the jobs that Lee does, so we can make sure they are covered; the statistics return is something that Lee normally does. Chris will meet with them tomorrow. Lee has met with Christopher Wheaton and Peter Watkins, who have both been extremely helpful. Sunday services are covered for 6 months; the Wednesday service may not always be communion – other church members will lead a morning prayer service. Christopher has undertaken to cover weddings and Peter will cover baptisms; funerals to be confirmed.

We need to check with Dizzy whether any safeguarding arrangements need updating.

The rectory phone number is publicised as a point of contact (on boards outside church, for example). Claire will check whether we can redirect calls to another number or whether the number should be entirely suspended.

The website needs some work. Lee has done this in the past. In the short term, some of the content needs updating. In the long term, more major changes will be necessary. Claire is in the process of taking photos of church members for the website; these should also be displayed on the board at the back of church.

There is work to do regarding the Quinquennial and general maintenance.

We might appeal to house groups to be more pro-active in supporting the congregation.

1. Finance

The accounts for 2021 were being finalised by the accountants ready for the AGM. In 2021 we more or less broke even, bearing in mind that the cost of new boilers was partly funded from reserves. We agreed to share £8,000 (approximately 5% of planned giving) between our four mission partners, even though this would then create a deficit for the year; it was noted that strong views in support of this had been expressed at the AGM, indeed that we should give 10% of planned giving, which is our target. However we did not feel able to give this much this year. This sum would come from our cash reserves of £67,000 (£40,000 of which is designated the parish reserve).

1. Current projections for 2022, including expected changes to income & expenditure:

Chris’s budget for 2022 results in a deficit of £35,000. This assumes increasing staff salaries and keeping the Parish Share at the same level (q.v.). Planned giving is going to reduce (we have lost some people from the Parish, and we are aware we expect to lose a few others); a funding campaign is necessary, but now is not the time. Not shown in the projections is a legacy of £18,000; we have normally used legacies for specific projects so we need to discuss what we should use this for. Fluctuations over the years in Other Income are due to fundraising for specific projects and are normally matched by expenditure on those projects.

Changes to our current energy supply package may at least partially offset the projected, and significant, increases in general UK energy costs on.

Cottage rental varies because the management agency deducts maintenance or repair costs from the income.

We currently only rent out one car parking space. However it has been noticed that other cars regularly park there; Claire to check.

It was unclear whether the payments to Christopher and Peter for covering services would come out of our income or whether we can reclaim these costs from the diocese; AF/ JH/ CS to confirm.

1. Annual salary review for staff

We agreed to increase salaries of Ellen and Claire by 3% of the hourly rate, reflecting inflation, as we have done in the past. We also agreed to increase their hours by up to 25% if they are willing to do this, in order to reflect the increased work needed while we have no rector.

1. Salary and duties of the Organist/ Director of Music – largely deferred to next meeting, though some issues raised by Chloe (Choir rep) can, and will, be progressed outside of the PCC. (by AF & JH)
2. Parish Share

We agreed that the Parish Share should reduce to reflect the loss of several families because of the church planting in Lady Bay. In view of the projected deficit of £35,000 we agreed that Chris should meet with Mark Fraser and suggest reducing the Parish Share by that sum (proposed: Hilary, seconded: Claire V; agreed 13 in favour, 1 against). We would offer to reassess the figure later in the year. This money is paid by monthly direct debit, so it is easy to adjust the figures during the year. It was noted that planned giving for a parish of this sort should be higher.

The Profile Group joined us from 8.20.

1. Appointing a new Rector
	1. Profile group activity so far: the group met in January and drafted a list of topics to be included in the profile (sent separately). We should be able to begin writing text for some sections.
	2. Seeking discernment from the church family: a draft consultation document was discussed. The questions should be re-ordered as follows: Q4 becomes Q1, Q3 becomes Q2, Q1 becomes Q3, Q2 becomes Q4; we are asked to consider the questions and make sure that they are asking the right things and are worded in a way that will elicit useful answers. The diocesan priority statement should be explained in the introduction. Al or Jude should explain the process to the congregation at both services when appropriate; continual communication was vital. The profile group expect to seek the views of people from outside the church family (MP, Councillors, Head teachers, GPs etc); different questions may apply to them. We should seek the opinions of all members of the congregation, including young people and new people; we should not limit it to those on the electoral roll.

SurveyMonkey was suggested to be the best software for our purposes. Catherine and Jude have experience of this, and we should check whether the diocese has people with the technical skills needed to help us (AF/ CS to deal). We need to begin with specific questions (age range, etc) and move on to free text, but with a word limit. It is important to glean high level statistics. Paper copies should be made available for those without IT skills; Roger and Doreen were ready to support the Seniors in this area, though individual submissions would still be encouraged.

We should move quickly on this, getting the survey out in 1-2 weeks, publicising in early March. The deadline should be the end of March so that we can discuss the results at the awayday.

* 1. Collation of feedback: this should be relatively easy using Surveymonkey, once we have phrased the questions correctly.
	2. Away [half-]day

We should make every effort to hold this on 23rd April. We hoped for a member of the diocese to be present for part of the time (Phil Williams, Bishop Andy or another bishop) but it was more important to have it on this day. AF/ CS to find a venue.

1. AOB
2. Sylvia James had written to PCC deprecating the apparent growing division between the two morning congregations – to be discussed, but recognised to overall with topics being covered in the wider consultation exercise.
3. Easter services: we would look into a Maundy Thursday supper with Holy Communion on 14th April. Ellen is considering a Good Friday workshop on the morning of 15th April – to confirm with Claire that the church is available.
4. Service times: Christine has suggested that 9.00am is difficult for some elderly members of the congregation. Could we put the services back to 9.30 and 11.00? To be discussed.

Dates of Meetings (normally 3rd Wednesday of every 2nd month)

16th March 2022

PCC/PG Away day 23rd April (tbc)

Church AGM 24th April 2022

18th May 2022

20th July 2022

21st September 2022

16th November 2022