

St Giles' Church West Bridgford
Parochial Church Council Meeting

Venue: Church Hall Meeting Room

16th November 2022: 7.30

Minutes

Present: Jonathon Ayers, Lizzie Battrum, Lucy Bolt, Catherine Elliott, Al Ferraro, Barry Hayman, Jude Hill, Chris Lane, Johanna Langheld, Roger Ottway, Peter Rhodes, Hilary Walters, Sheila Wheaton

1. Opening prayers
2. Apologies for absence: Barry Clarke, Martin Crew, Christine Hutchings, Sarah Slack, Neil Sutcliffe, Claire Voce
3. Minutes of meeting 21.9.22 and 3.11.22: agreed

4. Matters arising (and not covered elsewhere)

Re 3rd November Item 3: Appointment of new Rector: Al had spoke to Phil Williams. Our proposed timetable should be acceptable; May may be a more attractive time to take up the post than September. The shortlisting and appointment practices were requirements of HR because of confidentiality. We should add an appendix to the Profile to record the many initiatives undertaken this autumn; we need plenty of images for publicity etc. The advert should be made shorter and more appealing; candidates could be referred to the website for more details. The vacancy should be mentioned on the website. A senior diocesan official had suggested to JL that it might be appropriate for us to request a curate at this stage; supervision could be undertaken by the vicar of another church. A fairly new member of the congregation may be able to help with updating the website; a website group was proposed. The two service groups had a good number of volunteers, although we should perhaps include a non-PCC person (invited at the discretion of the respective chairs).

Action:

AF/ JH to elicit contributions for the Profile appendix. CS will be asked to collate.

AF to continue discussions with the Diocese about recruitment strategies.

JA to talk with others about a Website group (initially to scope ideas)

- a) Churchyard – more wildlife friendly: NS has consulted Brendan about suitable places for plantings. Ellen thinks that the youth will be very keen to raise funds. We are aiming to fund-raise in January & February in time for planting in March. Planting would need to be low maintenance. It was acknowledged that it had been hard to find volunteers to tidy the churchyard last Saturday;

however, Sunday was a much more convenient day for families to help out. HAW would need help with publicity after Christmas.

Action: HAW to organise fund raising after Christmas

- b) Maintenance of rectory & redecoration budget: JA has drained radiators as required by the insurers. Some mobile phones had been left behind and the freezer was full of food; drum kit still there. CS to contact Lee and say that we will dispose of these in 3 weeks time if they have not been collected. The garden has been tidied and bushes trimmed, paid for by the diocese. The house needed a lot of work; the diocese would cover costs (amount to be negotiated).

Action: CS to contact Lee

Action: AF to check with Phil Williams about budget for rectory refurbishment.

- c) Car Parking: we need to find a new firm to manage the car park. Meanwhile there appears to be a particular person who frequently & inappropriately parks there. There were suggestions as to where they may be working (whilst parked inappropriately).

Action: Buildings committee to investigate a management firm

Action: AF/ JH to visit relevant commercial premises & raise the matter with the manger.

5. Finance report:

- a. Update on giving campaign: this had been successful beyond our wildest dreams (or prayers). Thanks were expressed to CL and special thanks to Christopher for his incredible efforts. We should write again and also express our thanks in the Bulletin.

Action: CL/ AF / JH to send thanks as appropriate

- b. Interim update of general finances:

CL had planned a break-even budget for 2022; changes in March meant that we had foreseen a large reduction in income so reduced our Parish Share accordingly, with the proviso that we would reconsider if circumstances improved. For various reasons income has been higher than expected: we have a surplus of ~£40K, including a legacy of £18K. We agreed to ring-fence the legacy for a suitable project.

There were at least three suggestions for ways to allocate the remainder. Time (and residual uncertainties) precluded a full allocation but a proposal was passed (with one abstention and one against) to allocate £8K as additional parish share for 2022. Discussion on remaining sums to be revisited at next meeting.

2023 budget: as a result of the fantastic response to the giving campaign we now had income of an extra £50K p.a. However, energy costs were expected to rise from £15-20K to £30-35K, a Parish Share of £143K had been requested and very significant expenditure on fabric was expected. CL had budgeted for a Parish Share of £132K (matching previous years before 2022) and charitable giving of 5%. This results in a budget showing a loss of £24K. In spite of increases, our energy supplier still provided good value. We still aimed to

hold a Parish Reserve of £40K, explained as three months costs; we could reduce that to two months costs. The Outreach group requested a budget of £1000 for 2023: agreed unanimously. It was agreed to revisit wider discussion of finances at the next meeting.

- c. Review of rents for use of Church Hall & Church: CL circulated a proposal for increases which aimed to cover the cost of running the hall (£15K p.a.): agreed unanimously. Should the Church Hall be an amenity for church use or a money maker? To be discussed at a future meeting.
- d. Heating costs, in relation to letting arrangements: we agreed to request donations from school users to go towards heating costs, with the understanding that schools' budgets were currently under a lot of pressure. In future we might consider a two-tier arrangement whereby there was a price for hiring the hall plus a winter supplement for heating.

Warm Spaces proposal: other churches (eg St Paul's) were advertising Warm Spaces up to Christmas. It was thought West Bridgford Library was also offering this [*post meeting note: it seems not*]; we might consider doing so after Christmas. The hall was cheaper to heat and was available on Mondays from 2pm, on Wednesday after 12.30pm, and on Fridays from 11.30am.

Action: AF/ JH/ CS to consider. CS will ask for volunteers to steward.

6. Further items from outreach paper:

After Christmas: Alpha course 13th January to 31st March on Friday mornings (not convenient for those in work, but timed to be available for non-working parents after taking children to school); Lent course for four weeks from 9th March, finishing with an Agape supper on Maunday Thursday; possible informal meeting in pubs for people to come and chat. The Outreach committee was to meet on the following Monday – comments by email were invited. A new banner after Christmas would be needed.

It would be helpful to have paper leaflets/ postcards available over Christmas to hand to visitors detailing normal Sunday/ Wednesday services, youth activities, etc as well as the planned special events.

A central calendar is needed to make sure there are no clashes. All to help ensure that proposed church activities / courses / buildings use are routed via Church Wardens +/- PCC +/- Claire Sheard to avoid misunderstandings or diary clashes.

Action: Outreach group to make proposals

Action: AF/ JH/ CS to organise church calendar

Action: All; when circumstances arise, please ensure others are aware (or are reminded) that proposals should come to the church wardens (+/- PCC, +/- Claire Sheard) at an early stage.

7. Safeguarding report from Dizzy Prentice: received.

Action: PCC members who had not yet done so to complete Foundation and Awareness modules

Action: HAW to confirm what the Named Person's role is: confirmed that role is as described in the document provided

Action: HAW to compile list of social media use: list of Whatsapp groups needed

8. Interim report from buildings group:

Recent actions were noted; the Church Hall glazed roof pyramid may just require a new seal which would be cheaper than anticipated.

Roof level stonework: Brendan had requested a quotation from stonemasons for necessary repairs. We expect that this will be expensive. Grants may be available.

Requests for garden shed and built-in cupboards: before agreeing this we should have a spring clean and throw away stuff that was no longer needed.

C2 electrical work had been done (cost: £430).

Up-grading of wifi was proposed (cost £1600) which would benefit church groups and hirers. To be considered in January, if the PCC is equipped to fully understand the benefits (and information governance / legal risks of the proposal).

Lighting in church needs to be replaced urgently. JA had received a quotation for designing lighting solutions. £6K for design fees was reasonable.

Action: Buildings group to report at next meeting; BS to be invited in person (by AF)

Action: MC (+/- others) to draft more detailed paper on WiFi for circulation in advance of next meeting.

9. Frequency of PCC meetings: these should remain two-monthly

10. AOB

- a) Thank you card from David Trathern – noted
- b) Bereavement proposal from Christine Choong: Daphne Carter supported the proposal, which comes within the remit of the Pastoral team and the Outreach committee. It was agreed that the Memory Christmas tree could remain in the Lady Chapel until Christmas. Further discussions at next meeting. **Action HW: ensure wider proposal is rediscussed at next PCC**
- c) Richard Crawley has been looking ahead to when he will need to hand over his functions to a successor. He suggests that someone shadows him for the time being. Job descriptions to follow.
- d) Steward required for 20th December 17.15-20.00: **either JL or PR could do this.**
- e) Winter's Tale performance 2nd February 2022: agreed. **CS to take further action**

Dates of future meetings:

18th January 2023

15th March 2023

23rd April: church AGM

17th May 2023

12th July 2023 (NB change of date)