

# Minutes of the Meeting of St. James P.C.C.

Monday 19<sup>th</sup> July 2021

## The meeting was held on Zoom due to Covid-19 restrictions

**Present:** Rob Powell, Johan Allen, Nick Burt, Liz Gibbons, Marcia Gordon, Ailie Neill, Peter Neill, Alan Burrows, Lisa Burrows, Jacqueline Gray, John Talbot, Glynis Wilkinson, Stephanie Sulaiman, Millie Miller, Frances Christian, Sandra Lucas, David Kafuko, Marlon Ganesh.

**1. Welcome:** Rob welcomed everyone to the meeting and gave a special welcome to our new members, Sandra, David, and Marlon. He then opened the meeting with a prayer.

**2. Apologies:** John Farebrother.

**3. Minutes of the Previous Meeting:**

The minutes of the meeting from Monday 10<sup>th</sup> May 2021 were approved unanimously.

**4. Matters Arising from the Minutes:**

**Item 4)** Rob reported that we have taken possession of our contactless giving unit as part of the Deanery trial for contactless giving. Alan answered a few technical questions about the unit and suggested that training be given to those volunteers who will be most likely to supervise its use. Rob & Alan to action.

**Item 10)** Rob reported that the live-stream upgrade to the AV system had been carried out at the cost quoted by Practical AV.

**Item 11)** Rob reported that all 3 PCCs in the Furzedown Team had now approved the appointment of Rev Belemo Alagoa as new Associate Vicar with special responsibility for St Paul's and that she would be licensed in a special service at St Paul's at 4pm on Sunday 5<sup>th</sup> September.

**5. Appointment of PCC Officers**

The following people were appointed for the coming PCC year:

Lay Chair: Jacqueline Gray

Treasurer: Alan Burrows

Electoral Roll Officer: Glynis Wilkinson

Secretary: Sandra Lucas

**6. Building for the Kingdom**

Rob updated PCC members on progress with the project since the PCC consultation sessions in May. He highlighted the following developments:

- The working group had reflected on the feedback received from the PPC & shared this with JBKS.
- Two new members have been added to the working group:
  1. Seb Vibert: Development of the business case
  2. Adam Seymour – Davies: Halls re-development
- We have received confirmation from the DAC that we can progress with our plans for the organ.
- We have received preliminary feedback from the DAC following their initial meeting re the project.
- We have received conclusions from the initial desk top planning appraisal.
- Eric Williamson has been appointed by the DAC to be our mentor.

Nick Burt then updated members on the changes JBKS have made to the design drawings in response to comments from PCC members on the consultation day.

Finally, Rob gave an overview of next steps including receiving and reviewing the first draft of the Feasibility Study; integrate and challenge where necessary the cost estimates for the proposed build being drawn up by JBKS; review and consider the formal feedback from the DAC when it is received; complete the first draft of the Business Case; and prepare and present the Feasibility Study and Business Case to PCC at a dedicated meeting in October before updating and consulting the wider church family.

## **7. Finance Report:**

### **a) Management Accounts:**

Alan presented the management accounts as at the end of June 2021. Total Income was £9,087 under budget, mainly due to the ongoing Covid hit to property income, and Total Expenditure was £15,917 under budget giving a variance of £6,829. The PCC was once again encouraged and grateful for the sustained and generous giving of the church family throughout the ongoing Covid-19 pandemic.

Rob thanked Alan for his continued hard work with the finances.

### **b) Parish Support Fund 2022**

Rob reported that the PCC was being asked to decide on its pledge to the diocesan Parish Support Fund (PSF) for 2022. The Indicative Cost of Ministry for St James in 2022 will be £81,900 which represents an increase of 1.9% on 2021. Rob reminded members that our principle has been to at least cover our costs each year. Following some discussion, the proposal was made that we pledge £81,900 for 2022 – Proposed by Johan Allen and seconded by John Talbot. The proposal was approved unanimously.

## **Pause for Prayer**

## **8 Racism in the Church of England:**

Rob reminded members of his introduction to the two recent reports at the last PCC meeting and the expectation that further material would be coming down to parishes from the Task Force, Commission and Diocese in the next few years. He then asked what we can and should be doing in the meantime as a church to address the issue of racism in the church family.

A helpful discussion followed, and points made included the following:

- We want to be ahead of the curve not behind it.
- We need to develop our understanding of what some people are confronted with and have to deal with on a regular basis in terms of racism and racist attitudes.
- It would be good to create a 'sounding board' or conversation to develop this understanding, perhaps using a resource such as Ben Lindsay's book: 'We need to talk about race'
- There is a need to promote our stance against racism more obviously and publicly (church leaflets, website etc).
- It is good that the Archbishops have been bold to use the phrase 'institutional racism'.
- We need to be careful to use biblical language about the issue of racism rather than necessarily using secular language and terminology.
- Do we have a whistle-blowing policy at St James?
- Could we appoint some named people in the church family who people could speak to about any incidents or concerns they have?

Rob said he would reflect on the comments and contributions of members and come back with some ideas/proposals on how to take the issues forward.

## **9. Staffing:**

Rob reported that two members of staff have given notice to leave. Jo Seymour-Davies will leave her job as Cleaner/Caretaker at the end of July. As the role is currently a job-share, the other Cleaner/Caretaker, David Burrows, has agreed to take on Jo's hours. Also, Olivia Alman is leaving her role of Church Manager to begin training for ordained ministry in the Baptist Church. She will leave at the end of July. Rob plans to begin the recruitment process as early as possible in the autumn, and until a permanent successor is in place Alan Burrows has agreed to do paid cover. He will work up to 30 hours a week and be paid at the London Living Wage rate.

## **10. Roadmap to Freedom Update**

Rob told members that, following the move to Step 4 of the government's Covid roadmap, the Church of England had updated its guidance to churches. The responsibility for making decisions now falls on the shoulders of the Incumbent, so Rob asked members to share their thoughts and views to help him in this

decision-making process, bearing in mind that it is a case of finding a balance between the biblical principles of freedom and love for neighbour. Contributions included:

- Resume congregational singing
- Continue with face coverings, either mandatory or optional
- Continue with social distancing or introduce a system whereby those who wish to socially distance can do so whilst others do not need to (e.g. colour-coded badges)
- Restore the cup for Holy Communion as an option

Rob will reflect on all the comments and communicate his decisions to the church family. Decisions will be reviewed at the end of August as we move into the autumn term.

#### **11. The Well:**

Rob reported that Liz Gibbons and Sue Allen have decided to step down from running The Well and therefore won't be involved when it reopens in the autumn. Rob expressed his thanks to them for their faithful service over so many years. He reported that Jo Seymour-Davies and Beth Powell had agreed to take on the role of leaders and they will be looking for at least one other regular helper. It is hoped that The Well can resume service in September after almost 18 months of being closed.

#### **12. Safeguarding:**

There had been no safeguarding incidents to report since the last meeting. Rob reminded members to make sure they undertake the safeguarding training (C0 and C1), the details of which he emailed out to members recently.

#### **13. A.O.B. - none**

#### **Future Dates**

13<sup>th</sup> September – PCC

18<sup>th</sup> October – PCC

13<sup>th</sup> December - PCC

The meeting concluded at 10.05pm with a closing prayer from Johan Allen.