



**Minutes of a meeting of the Parochial Church Council
Held via Zoom on Wednesday 13th January 2021 at 7.30 p.m.**

Present: Canon Roy Woodhams (Chair) Katherine Tuck, Michael Roberts, Paul Jenkins, Jeff Wood, Gabrielle Clarke, Nicola Craven-Smith, Steff Shepherd, Maurice Bowles, Gordon Cheesman, Susan Clarke, Howard Cherry, Georgina Francis, Frank Sole, Paul Dyer, Joan Connolly, Sandra Keeping, Judith Wedderspoon, Tim Oxborough, Revd Tim Clifford Hill, Revd Rutton Viccajee

1 Apologies: Margie Nursey

The Chairman began the meeting by inviting Tim Clifford Hill to say the PCC Prayer.

2 Minutes of the last meeting – 11th November 2020:

Acceptance of minutes proposed by Katherine Tuck, seconded by Frank Sole and agreed. To be signed at a later date.

Acceptance of report on 'Communion by Intinction at Christmas' proposed by Gabrielle Clarke, seconded by Maurice Bowles and agreed.

3 Matters Arising: None

4 Safeguarding: Nothing to report.

5 Financial Report:

See Draft Minutes of Meeting of Finance Committee held on 7th January (attached). Jeff said that he was in the process of finalizing the accounts, to be sent off to the Examiner, Jane Briggs. The provisional Income for 2020 was £266 166 and the Expenditure £235 685, leaving a net Surplus of £30 481. Mission Giving for 2020 would amount to £4550, with £4185 held over for 2021. Hiring rates have been increased (see minutes) – to be introduced during 2021.

As discussed at the PCC meeting in November 2020, to benefit from the VAT Recovery Scheme in regard to the installation of new lighting in the church, an order to CES the Contractor to purchase the components will need to be placed before the end of March. It was therefore proposed by Jeff Wood, seconded by Gordon Cheesman and agreed by the PCC that Mike Roberts could pay for the lighting components – c.£28 000 net of VAT.

Jeff commented on the generosity of many church members who had made donations during the past year, helping to keep the church in surplus. He also thanked Howard Cherry for his management of Stewardship, which involved a lot of time and effort.

Roy asked for a correction to the final item in the Finance Committee draft minutes. He had not forgotten to speak to the PCC in November about Rogan Dixon joining the Committee. He explained that Rogan had attended the meeting as an observer, and was always welcome to do so, but he could not become a member while he was still Treasurer at Holy Trinity. The hope is that Rogan will eventually take over as our Treasurer, and Jeff confirmed that he is willing to carry on in the meantime.

To give sufficient time for the accounts to be finalized and audited, Roy suggested that the PCC approve the accounts at the March meeting and that the APCM be held after Easter. The following dates were agreed:

Wed 10th February: PCC Special Meeting to discuss St Nicolas post-Covid. Roy will invite a few non-PCC members to attend.

Wed 10th March: PCC Business Meeting, to include approval of the accounts.

Wed 28th April: APCM – in church if possible.

In answer to a question from Rutton about the Parish Giving Scheme, Jeff confirmed that a number of church members are giving under this scheme, which benefits the church in terms of efficiency and annual inflation increases in donations. Those who still give through standing orders or white envelopes are reminded regularly of the benefits of the Parish Giving Scheme, but the response is very gradual. Jeff also commented that we have the facility for giving by debit/credit card, and even by texting.

Roy reported that during the lockdown Gabrielle has been furloughed for 50% of her time, with the 80% Government grant made up to her full pay. The remaining 50% will be sufficient for her to carry out her duties, which are limited at the moment owing to the restrictions.

Thanks were expressed to Ian Merry, who has recently retired from his job of counting cash collections in church. Mike Roberts will sort out the future arrangements.

6 Churchwardens' Reports:

Katherine:

'Nothing much to report but following very different, but successful Christmas services a few thank yours to those who have helped me over this time.

The services requiring people to sign up were successful, despite some last-minute changes needed when the tiers and rules changed. Thank you to Nicola for her efficient booking system that enabled us to get people in and seated both quickly and safely and highlighted the available free seats for any who hadn't booked (we had a few)

Thank you to Richard Tuck and to Margie Nursey for their help in erecting and decorating what was a stunning Christmas tree and to the team who took it down when I had to isolate!

And to Antony and Margaret Garstone for the beautiful outdoor tree. Once again to the brilliant team of stewards who enable the services to go ahead.

Celia Jenkins and her team have been very willing to go in and clean the church when they have been able – all Covid secure and I thank her for continuing to do this.

The annual statistics for mission figures are usually submitted in January but we have been given an extension this year and I shall work on them come February hopefully. Amongst other information they include attendance figures for Easter, Advent and Christmas along with the October count. It will be an interesting exercise this year to incorporate online services too.'

Mike:

Building Team report

- Lighting scheme

The Lighting scheme project will start on 17th May 2021 until early July 2021. There are two weddings - on 19th June and 26th June 2021. This timeline to be left clear of other bookings for weddings.

A reviewed Asbestos survey is required whenever significant parts of the Church will become a workspace. The last survey was carried out in 2003 when the church was re-decorated. Consulting with our architect Roderick Maclennan, the same firm Adams Environmental have been contacted to arrange for this survey to take place.

(Post Meeting Note. In answer to a question from Roy, it turns out that there was an asbestos query when some work was done on the organ about possibilities within the organ loft. However, there was no whole church survey. So, Mike will continue to take the case forward as necessary.)

The review of the HMRC VAT recovery scheme for Listed Places of Worship has not been decided upon. As discussed at the previous PCC meeting in November 2020, an order to CES the Contractor to purchase the components needs to be confirmed by the PCC (*see above under Item 5*). It is intended that by so doing the components will be delivered to us for safe keeping and paid for before the 31st March 2021 so that a VAT claim can be made. Usually, claims are after installation and payment.

- Fund raising

The PCC were asked to comment on the suggestion concerning a family day in the Churchyard.'

Concern was expressed that this was a matter for the Social Team, although the Building Team had only mentioned it as way of raising money. Sandra (who is on the Social Team) reported that there were already ideas of a much-reduced Rectory Fete and/or a Picnic in the Park, depending on the state of the lockdown.

7 Young People's Minister's Report

Gabrielle reported that all the family-friendly on-line services and meetings had been going well, and she wished to thank everyone who had helped or taken part.

8 Team Minutes:

Minutes have been received from the Finance Team and the Building Team (see both attached). Matters arising from each have already been dealt with elsewhere on the agenda.

9 Rector's Business:

Roy had already dealt with the matter of future meetings under Item 5. He ascertained that Maurice Bowles, Gordon Cheeseman and Tim Oxborough would be coming off the PCC this year. Commenting on the February meeting of the PCC he said that he would invite discussion on the future of St Nicolas Church after Covid. Will we simply return to the status quo, or is this an opportunity for fresh thinking?

The meeting concluded with the 'Pie or No Pie' video, showing the children enjoying themselves.

The meeting ended at 8.15 p.m.

The next PCC meeting will be on Wednesday 10th February 2021 at 7.30 p.m. – via Zoom. ID 822 6229 4967. Passcode PCC