

A Summary of Minutes of The Eighth Meeting of the 2023/24 Parochial Church Council of St Francis of Assisi held on Thursday 15th 2024 at 8pm

PPC: Revd Canon Jenny Fennell, Tony Boon, Will Brimley, Nigel Cox, Carol Jager, Julie Lowes, Stuart Richardson, Rob Smith, Pui San Appling, Andrew Watkinson, Graham Bloye, Cathy Bloye, Jo Dunstan, Sarah Branwhite, Nikki Clare Rachel Basch, John Butler, Gavin Johnstone, Tony Porter

The meeting opened with a prayer.

1. Welcome and Apologies for absence:

Rev Jenny started the meeting by welcoming everyone.

2. Minutes from previous meeting held on 17th January 2024

There was one minor correction regarding the Christmas lunch to add that a private donor and Sainsburys contributed the food for the Thursday Lunches Christmas lunch and then the minutes were signed.

3. Chairman's Report

Lent Study Course will start after 18th February, on Sunday mornings, as with last year's course. This year's theme will be based on "Deepening the Mystery" art Exhibition. The course will entail discussion during the Sermon and further opportunity to discuss after the Communion Service.

Rev Jenny gave details of the Easter services and timings of the Watch

We have two PCC vacancies which need to be advertised and spoken about within the congregation.

4. Wardens' Report

The Wardens had sent a summary update report prior to the PCC meeting.

Neighbour in Church Road – Wardens have met with two church neighbours on 1st February. Notes from this meeting have been shared. It was asked if we could add that we don't believe anyone associated with drug dealing attends Thursday lunches.

Ideas / suggestions programme – this was launched by Rev Jenny on Sunday 28th January. A log of suggestions is being kept and Wardens are responding. It was agreed that the agenda can be put on the noticeboard and the responsibilities for PCC members added to the list already on the noticeboard.

Clare Chapel update – Faculty application approved. Now with consistory court for a judgement to be made.

Probation Service / Gardening / Maintenance team update – we have confirmed with Nicolette that we would like to go ahead. Wardens coordinating a day.

Memorial Pathway – We have not had a response from Burgess following their last meeting, so will now propose a flat fee (£500.00 tbc) to cover 2 visits per year.

Spring Clean – we need to organise another Church Spring Clean (to also include some people specifically to sort out the Wooden / Plastic Sheds and look at CTF materials to keep / throw away). We propose Saturday 23rd March. Coffee for All providing refreshments.

Quinquennial Report – An update was given on the completed work on the church roof. It was also stressed the cost of scaffolding will need to be added to any work done to the building. It was also said that the roof would need some work in the coming years.

CTF – figures to be communicated via an infographic – Wardens to organise.

Summer event – 6th July summer family event.

Concert Club – 9th March.

List of PCC Members / Photos – Secretary to update on PCC photo-gallery. Wardens have updated the list of PCC members and their responsibilities.

WGC Music Society – 2025 event has been agreed.

5. Treasurer's Report

It was reported that we have a deficit of £12,500 and 8.5 weeks of regular spending.

Discussion on the AV system's annual maintenance fund to potentially be taken out of capital fund. It is around £1,000 per annum – would this mask how much it costs to the church, so it was decided to keep it in the general fund.

Treatment of investment income – this should not be moved into general fund.

Treatment of capital funds – legacy monies should be treated as capital.

Accounts to be closed by 12th March.

It was suggested that a call-to-action letter written should be written, asking the congregation to increase their giving by 10%.

Visual barometers were discussed to make it easier for people to see where we are financially.

When we review the hall charges we need to have some financial input.

Salaries and honoraria review in line with current rates at 5%.

6. Safeguarding

Nothing to report.

7. Health, Safety and Environment

8 February – report of someone entering the church while the scouts were meeting. It isn't confirmed how he got in but we have communicated with nominated Scout Rep to please reiterate to the scout leaders to lock all doors once their meeting starts and to not allow any unauthorised people entry.

8. Eco Church

Bird boxes have been requested and the Men in Sheds Group will be contacted about making some.

9. Inclusion

Three members have met for an initial meeting.

10. APCM

See the attached list of reports was agreed for inclusion in the Annual Report for the APCM. Reports to be submitted to secretary in time for March PCC meeting.

11. Future Events

Monthly walking group – organiser and dates to be agreed.

Getting to know each other event – supper club/speed dating type chats – organiser and date to be agreed.

The following events have been added to the Church Calendar

11 May – Quiz

6 July – Summer social/garden party as an alternative to summer fete

21 September – Quiz

9 November – Talent event / concert with a Remembrance theme

December – Christmas Tree Festival

12. Correspondence including Electoral Roll Update

95 residents and 86 non residents – 181 on the electoral roll.

It was noted that the Wardens had received further personal email correspondence. The PCC had already received a copy of this latest exchange and were invited to comment on the topics discussed by sending an email to the Wardens.

No other correspondence had been received.

13. Any Other Business:

Rev Jenny advised that an E-newsletter is being started.

Rev Jenny advised that Thursday lunch volunteer training will be led by Safeguarding Team.

Wardens advised that someone from the Resolve Charity will come and talk to us in June and that they are also liaising with the VSO. Both charities were the nominated charities for St Francis for 2024.

Next meeting: 12th March 2024 at 8pm in the Parish Hall