

# St James's Church Bramley

## Parochial Church Council

Meeting: 12<sup>th</sup> July 2017

### Minutes

*Approved: 21<sup>st</sup> September 2017*

**Present:**

John Lenton (Chair), Jerry Adams, Karen Bentall, Sarah Hodnett, Alison Jones, Malcolm Knowles, Jeremy Masson, Sarah Mitchell, Ruth Saunders, Wren Vaughan, John Williams. Ian Evett (minutes secretary)

**Apologies:**

Ranil Jayawardena, Nairn Glen, Robert Stober, Colin Simmons, Stephen Ball, Jonathan Large,

**Welcome and prayer**

Reading from 2 Kings, chapter 23.

Prayer

|       |  | Actions |
|-------|--|---------|
|       | <b>Minutes of last meeting (previously circulated)</b>   |         |
|       | No corrections. Approved unanimously and signed.   |         |
| 17/19 | <b>Matters arising</b>   |         |
|       | a) Point (c) of previous meeting matters arising. Jeremy reported that it had still not been possible to pass our donation to the Help Hoima appeal because of problems with their website. John will be meeting the Area Dean next week and will mention the subject to her | JL      |
|       | b) Point (a) from previous meeting. Sarah(H) still processing it.  | SH      |
|       | c) Alison reported that the welcome packs have been printed and will be available within a week or two. Friends at the community church have supported this by paying a small gift to be included in the pack  | AJ      |
| 17/20 | <b>Data protection (paper circulated)</b>  |         |
|       | We have been sent a draft data protection policy document by the Diocese. Ian undertook to redraft this and customise it for Bramley PCC. For consideration at the next meeting.   | IWE     |
|       | It was unanimously agreed that Ian would be Data Protection Officer.   |         |
|       | We agreed on the need on the need for a lockable filing cabinet for the storage of paper records of personal information (such as the electoral roll forms). John undertook to purchase a suitable cabinet.  | JL      |
|       | John also agreed to purchase a shredder to be placed in the printer room at Cross House  | JL      |
|       | All members of the PCC are to consider what collections of personal information are currently kept, to discuss with Ian the appropriate measures to ensure compliance with the Data Protection Act and their relevance to the framing of the PCC data protection policy.     | All     |

Early indications of collections of personal data are:

Electoral Roll (Ian, John and Joyce Rawlinson)  
Gift Aid giving (Sarah H)  
Safeguarding (Ruth)  
Records for the use of Cross House (Pam Luck)

17/21 ***Funeral ministry and GraveTalk***

John reported on a seminar he attended on funeral ministry. It seems that over 60% of funerals are secular.

Arthur Rawlinson has undertaken the task of keeping a record of all funerals in the Church and sending out "we're thinking of you" cards to the bereaved at intervals of 3, 6 and 12 months after each funeral.

John also has cards that could be given out to all who attend funerals at the church. All to think about a convenient and effective means of doing this.

John also explained the notion of Grave Talk meetings where people get together to discuss issues surrounding death, bereavement and burial. He is contemplating a Grave Talk meeting at Cross House at some time and would be pleased to hear from anyone who would be prepared to assist in running such an event.

17/22 ***Sponsoring a student at Carlile College, Nairobi (paper circulated)***

John introduced his paper (Appendix 1).

In brief, John's proposal is that our missionary giving should take the form of sponsoring a student at Carlile College for the next three years at a cost of £2,110 per annum. This would replace our current giving to CMS which is approximately £1200 per annum.

The response from those present was positive. Before making a formal proposal, John undertook to seek more information to clarify certain aspects. For example, with regard to the need to build in some kind of contingency for inflation. John will report again at the next meeting.

JL

17/23 ***Quinquennial inspection***

Jerry and Sarah have reviewed the issues that were raised by the last quinquennial inspection and are happy that, minor detail apart, all have been resolved.

It is now time to appoint architects to carry out the next quinquennial inspection. Jerry has a quote of £620 plus VAT from a firm that was recommended by Richard Eldridge.

Proposed by Jerry and seconded by Malcolm that the quote from (awaiting information from Jerry) be accepted. Passed nem con.

17/24 ***St George's day fete 2018***

Sarah H reported that a request has been made for a few more members of our church to serve on the organising committee for next year's fete. At present, Peter Hayes is our sole representative. The church received approximately £2250 from the proceeds of the last fete and it is felt by the committee that our contribution to the setting up and running of the next fete should better reflect

SM

that fact that we are the major benefactors. An e-mail from Peter states that the committee would like support from the church along the lines of:

Sponsorship – one person to support Peter

Activities – two people to lead

Lift and shift – two people to lead

Sarah M will draft an appeal for help in the Church Family News for this coming Sunday

17/25 **Treasurer's report**

Colin has sent an e-mail (copy at Appendix 2) to report the long expected steep rise in the Parish Share. Our current share is £36,336 pa and this will rise to £52,619 for the year commencing 1/1/2018. Colin will provide a detailed cash flow forecast for the next meeting but for the time being he is satisfied that the parish can meet this increase. Colin did provide three options for challenging the increase but after some discussion it was unanimously agreed that we would accept it. However it was also agreed that we would make it clear to the Diocese that, because of the additional strain on our cash flow, we would not be in a position to support other parishes in the deanery as we have previously done on a number of occasions.

It was agreed that discussion of finances be put back to the next meeting when more detailed projections will be available from Colin. The discussion will need to include the proposal to recruit the services of a youth worker for the parish. Jeremy and Sarah (M) will bring together previous correspondence relating to the youth worker proposal.

It was proposed by Karen, seconded by Ruth that the cost of the recent replacement of the Cross House boilers should be met from Cross House reserves. Carried nem con.

CS  
JM  
SM

17/26 **Deanery and Mission Action Plan**

John reported that he had accepted Bishop Tim's invitation to take on the role of Assistant Area Dean. He was warmly congratulated by the PCC members. John will be meeting the Area Dean next week and *inter alia* he will raise with him the matter of the DMAP, which is to be discussed at a meeting in September.

JL

17/27 **School**

John reported that he had attended a meeting of the full school governing body the previous evening. He reported that the school is moving in the right direction and, based on a data supported assessment, is now straddling the good/outstanding categories. The most recent SATS results were excellent. The Leavers' Service is imminent. The church has met half of the cost of purchasing bibles to be given to the leavers.

17/28 **Any other business**

AOB1: IWE reported that PCC members who wished to receive the Diocesan e-news bulletin should either e-mail [stella.wiseman@winchester.anglican.org](mailto:stella.wiseman@winchester.anglican.org) to receive it regularly or download copies from: <http://www.winchester.anglican.org/resources/communications-resources/enewsandnewsletter/>

AOB2: Sarah (H) reported that John Bull had done a good job of fitting a wooden cover to the grille in the aisle. At her request, Ian has written to John Bull to thank him on behalf of the PCC

AOB3: Sarah (H) said that she was organising a working party to address the current state of the Cross House kitchen. Alex Marianos is considering how to repair the door that, at present, cannot be opened. SH

AOB4: Sarah (M) reminded members of the Bring and Share lunch on 30<sup>th</sup> July. There are sign-up sheets in the church porch and in Cross House.

AOB5: The Cross House WiFi password needs to be displayed on the notice board. John will see to this. JL

The meeting closed at 9.42pm with the saying of the grace

**Next meeting**

Thursday 21<sup>st</sup> September

Then: 24<sup>th</sup> November, 8<sup>th</sup> December (PCC Dinner), 18<sup>th</sup> January, 16<sup>th</sup> March

## **Appendix 1: Agenda item 17/22**

To: St James's PCC

From: John Lenton

Subject: Sponsoring a Carlile College student

Date: 11 July, 2017

**I would like to propose to the PCC that we sponsor a student at Carlile College, Nairobi, as our missionary giving, at a cost of £2,110 per year (£176 per month) for the next 3 years.**

Carlile College, to quote its website (<http://carlilecollege.ac.ke>) , "is an education ministry of Church Army Africa (CAA), an Anglican Society of Mission witnessing to the good news of the Gospel through proclamation, practical care and education."

It has four primary programmes, in which the academic courses are accredited by St Paul's University in Kenya:

**The School of Mission Studies**, providing residential missionary training and theological education;

**The Centre for Continuing Education**, which also provides mission and evangelism training, but through distance learning;

**The Centre for Urban Mission**, which trains students for mission, bringing the gospel to Africa's urban slums, and provides hands-on practical training in Kibera, one of Africa's biggest "informal settlements" which is on their doorstep.

**The School of IT, Business and Social Studies**, offering vocational and technical training in a Christian environment, enabling its graduates to find good professional employment and contribute to their communities.

### **Bramley's connection to Carlile College**

We have a number of connections to the College.

(a) Ann and I have visited it twice in the last two occasions we were in Nairobi, and on both occasions have spent a morning with the key leaders there. We have been impressed by their dedication, professionalism and Christian witness.

(b) John and Gill Williams, Ann and I are all Trustees of AMADET, the Anglican Missionaries of Africa Development and Education Trust, which is chaired by Bishop Tim Dakin, the Bishop of Winchester. AMADET supports Carlile College in its work, and if the PCC approves this proposal, our giving to Carlile would be through AMADET.

(c) Nancy Njagi, the head of the Centre for Urban Mission, visited Bramley last year and spoke very effectively about its work at a Women's Breakfast in Cross House.

(d) The Rev. Capt. Patience Wanzala, the Principal of the College, was the guest speaker this year at the AMADET garden party held at Wolvesey Castle in Winchester.

In an email earlier this year, the College Principal asked us as a church to consider sponsoring the full board cost of a student in one of the mission programmes. With our connections as a parish and through the diocese to Carlile College, and given our desire to support missionary activities, I think that this would be a practical and effective way to channel our missionary giving, and I would like to propose it to the PCC for discussion at our meeting and if approved, for implementation with effect from this month.

Appendix 2: Agenda item 17/25

From Colin Simmons

To Ian Evett

12<sup>th</sup> July 2017

Hi Ian,

My apologies for late notice, but due to unforeseen circumstances I am unable to attend the PCC meeting tomorrow evening.

As usual on the agenda is the treasurers report item - I have 2 items for the committee to note during this item:

1 - Reporting to the PCC that we have received £2,250 of additional funds as a result of the St Georges Day fete.

2 - The Diocese have sent through the finalised 2018 figures for the parish share this week- which I have attached above, along with their FAQ sheet.

The current Bramley Parish share is £36,336 or £3,028 per month.

This will rise from 1/1/2018 to £52,619 or £4,385 per month.

This is a £1,357 a month increase. We knew this had been coming for years. The last few years share has been capped, and we have discussed this sharp rise before.

Given that you will be discussing planned donations to missionary work/the future, then I think it wise to do so with knowledge that 2018 will be a different year to the current position.

As we have seen before our monthly income and expenditure are fairly balanced, with the PGS bringing in £3,200 approx a month. Hence, the PGS covers the current Parish share, and would indeed cover John's proposed new missionary giving.

I will feed all these numbers through our rolling cash-flow projections ahead of the next PCC meeting to give us better information. (Sept 2017)

The increased parish share will make the cash available for day to day activities significantly tighter going forward. My initial feeling without running all the numbers is that we can afford this, although over the course of 12 months or so I would think this would start to erode our current account buffer which at present is roughly £20k. (This naturally erodes to a degree over the course of the calendar year as magazine income is received in advance.) We didn't use any reserve monies to pay for the new boilers etc at the beginning of the year (which we would be quite entitled to do). which if we brought across from reserves retrospectively would of course ease the situation a little. We also have some backdated gift aid claims to make which will again further improve our position - so I will get that information across to Sarah.

If as a PCC you wish to challenge the Parish share then there are options listed on the FAQ sheet attached, but in brief:

1 - You can challenge the numbers for affluence/worshipping community, but from the experiences of those who have, I don't think that this will be worthwhile pursuing.

2 - Apply for special consideration (there is a form to do this by 4th August). I am not sure really on what grounds we would apply as our financial base is sound. This would generally be if you knew 2018 was going to be the year you needed to replace to roof or similar! If making such an application we would be likely to come under much closer scrutiny, and they may start to impose conditions on the ways operations are run - if deemed we are not operating efficiently. I would feel this would be an unwelcome intrusion.

3 - You can request a meeting from the bishop to discuss further at a PCC meeting.

My recommendation would be that we continue to work with the 2018 figure proposed and look at the projections so that we can see how this looks going forward, and where there are pinchpoints.

The drive for increased giving from the congregation needs to be continued, as well as any other forms of fundraising from within the church community. However unwelcome the additional costs may be, we must not lose sight that they are paying for the clergy of the past, present and future, and I don't personally feel we are badly placed financially to meet these challenges.

Kind regards

Colin