

DRAFT – FOR APPROVAL AT SUBSEQUENT MEETING

PARISH OF SANDERSTEAD

PAROCHIAL CHURCH COUNCIL

MINUTES OF A MEETING HELD ON 18th MAY 2016 AT ALL SAINTS' CHURCH

Present: Canon Martin Greenfield (Chair for items 16/14-16, 16/20 and 16/24-25), Nevile Henderson (chair for items 16/17-19 and 16/21-23), Rev Susan Atkinson-Jones, Clive Christensen, Tim Crump, Lynne Davison, Linda Etheridge, Janet Heath, Piers Hubbard, Sylvia Keats, Rosemary Kempself, Maria Linford, David Prothero, Deborah Rastall, Julia Rider, Michael Rowland, Grant Shapland, Marc Smith, Susan Thomas, Chris Babbs (secretary)

In Attendance: Indrani Balachandran

Apologies: Fr Grant Cohen, Rev Jeremy Groombridge, Bala Balachandran, Peter Banks, Jeremy Dearden, Veronica de Grasse-Grant, Gill Hanson, Caroline Harper, Gill Pates, Richard Wragg

16/14 WELCOME, OPENING READING AND PRAYER

Martin welcomed all, particularly new members to the first meeting of the 2016/17 PCC.

Piers Hubbard and Rosemary Kempself then read from the Bible on the theme of Light. Martin then lit a candle for each of the churches, and continued the theme of Light in prayer and a further Bible reading.

16/15 NOTICE OF AOB ITEMS

The following items were identified:

- Approval of a new photocopier contract;
- Adjustment of dates now that Deanery Synod dates had been issued;
- A variety of points for reminder/ information.

16/16 ELECTION OF OFFICERS AND STANDING COMMITTEE

(A) LAY VICE CHAIR & SECRETARY

Nevile Henderson and Chris Babbs were prepared to continue to serve. There being no other candidates, there were declared to have been elected as Lay Vice Chair and Secretary, respectively.

(B) TREASURER

PCC repeated its grateful thanks to Clive Christensen for his great contribution in the role of treasurer over the years. He now had to stand down for health reasons but had kindly agreed to complete the tasks associated with the 2015 accounts and reporting to the Charity Commission. However, no replacement candidate was forthcoming. PCC members were urged to seek possible candidates, because in a few months the absence of a Treasurer would become a serious, and potentially expensive, issue.

(C) STANDING COMMITTEE

Tim Crump and Susan Thomas were prepared to continue to serve, alongside the senior clergy, churchwardens and PCC officers, on Standing Committee. There being no other candidates, there were declared to have been elected to serve in that capacity.

16/17 MINUTES OF 23rd FEBRUARY MEETING AND SUBSEQUENT “VIRTUAL” STANDING COMMITTEE MEETING

The minutes of the last meeting, and the note of the March “virtual” meeting of Standing Committee to formally clear the 2015 accounts, were agreed unanimously.

16/18 MATTERS ARISING

(A) WEBSITE (16/04(A))

The re-development of the website was progressing.

(B) SANDERSTEAD FESTIVAL (16/05(B))

Preparations were continuing under the leadership of Councillor Lynne Hale for the Festival on 18th June. Lynne Davison was co-ordinating the All Saints’ contribution, and involving the other churches as necessary.

(C) WORKPLACE PENSIONS

This issue needed to be kept on the agenda because our deadline (1/11/2016) was approaching.

16/19 MINUTES OF THE VESTRY AND ANNUAL PAROCHIAL CHURCH MEETINGS HELD ON 17th APRIL

The minutes were unanimously endorsed for formal approval by the 2017 meetings. There were no matters for PCC action.

16/20 TEAM RECTOR’S NOTICES

(A) Jan Prothero had resigned as a SPA, because she could fulfil her ministry without the need for that formal role.

- (B) Rev Christine Spurway had resigned as Area Dean and retired from her role as Vicar of St James's, Riddlesdown. She had been succeeded as Area Dean by Rev Paul Roberts (St John's, Old Coulsdon).
- (C) Nick Whitley, the Lay Chair of Synod, had also felt it was time to call it a day. Indrani Balachandran was considering taking on the role, and had been in discussion with the relevant people. PCC very much welcomed this potential appointment, and noted that Indrani would need to be elected by All Saints' DCC to one of the existing Synod representative vacancies. **ACTION: All Saints' DCC Chair/Secretary**
- (D) There would be a special meeting of PCC on 5th July (venue to be determined) to discuss with the Archdeacon the possible implications for the Team of Rev Christine Spurway's retirement from a neighbouring parish.
- (E) The previous plan to develop the lower part of the existing Rectory site for a new Rectory and housing was now judged to be flawed and had been abandoned. The diocese was in the process of purchasing a house in Glebe Hyrst as a new Rectory. It was likely that the whole of the existing site would then be sold.

16/21 BUILDINGS AND PROPERTY ISSUES

(A) ALL SAINTS' ROOFING AND STONEMASONRY

The contractor had increased the price to some £144,000. However, this had been envisaged as a possibility in the wording of the draft resolution which had been circulated. Accordingly the resolution (now at Annex A) was unanimously approved.

(B) ALL SAINTS' MOBILE TELEPHONE INSTALLATION

The draft resolution on variations to the terms of the contract under which mobile telephone equipment was installed in the tower (now at Annex B) was also approved unanimously.

(C) ALL SAINTS' RE-ORDERING

Following consultation, the DCC had drawn up a complete plan for the re-ordering. This was being sent to the Diocesan Advisory committee (DAC) with a view to obtaining a faculty for the work to proceed, subject to the creation of a funding plan.

(D) ST MARY'S CHURCH HALL RE-DEVELOPMENT

The Building committee's proposals had been approved by DCC. The contractor was applying for planning permission. A faculty application had been made to the DAC.

(E) ST ANTONY'S

On the self-funded refurbishment work, estimates for the electricity and gas supply work had been received. Estimates for a new front door were awaited. Once these had been received and evaluated, the work could proceed as one "package".

On the insurance funded re-instatement works, the acoustic issues were being re-assessed.

There would be a further insurance claim following a small amount of fire damage to the altar furnishings after an accident with a candle.

(F) ST EDMUND'S

Further work was required to stop water ingress into the William Goddard Room as that done so far had not been wholly successful.

16/22 SAFEGUARDING

PCC unanimously approved the policies for the safeguarding of children, of potentially vulnerable adults and for responding to domestic abuse, which had been circulated. The mechanism for providing some oversight of the safeguarding work of DCCs (which had the primary responsibility) would be determined later in the light of the proposed development of a national self-audit tool.

16/23 DCC MINUTES AND SYNOD REPORT

PCC noted with approval the following minutes and report:

- All Saints' 19/4/16
- St Antony's 2/3/16
- St Edmund's 7/3/16
- St Mary's 8/3/16
- Deanery Synod 19/4/16.

16/24 AOB

(A) PARISH OFFICE PHOTOCOPIER

PCC unanimously endorsed the decision of All Saints' DCC Standing committee to replace the current photocopier with a Konica c308 from Holly Digital on a five year lease.

(B) PCC DATES

Deanery Synod dates for the remainder of 2016 and 2017 had now been published. Unfortunately the September and November dates both clashed with those previously agreed for PCC. It was agreed to move the September PCC to 22nd, and the November one to 29th. The complete list for 2016/17 was therefore:

5/7/16 special meeting as agreed at 16/20 (D) above – venue to be determined. *[Now determined: All Saints', St Catherine's Aisle, at 8pm.]*

22/9/16 St Edmund's

29/11/16 St Antony's

15/2/17 St Mary's

APCM 30/4/17 All Saints'

(C) SIGNATURES ON FINANCIAL DOCUMENTS

PCC recalled its January 2013 recommendation (13/13 (D)) to DCCs that at least one signatory on every financial document should be a PCC member (subject to the constraints of electronic banking). However, the annual paper listing all signatories, which had not in fact been prepared after the first year, was no longer required.

(D) INFORMATION ITEMS

- A joint St Antony's/St Edmund's DCC on 16/5/16 had agreed to run the new *Faith Pictures* course from June.
- A letter had been received by incumbents and PCC secretaries from the new Mission Support Officer, Ms Vanessa Elston, which included useful information, including some on *Faith Pictures*. A copy would be circulated with the minutes.
- All churches had received the material on the 2017 Parish Support Fund pledge and DCCs were actioning as required. The new system did appear to be working.
- The secretary would explore the exact mechanism for sending out Lent Call material, because some churches had experienced difficulties in accessing it.

ACTION: Chris Babbs

- David Prothero called PCC's attention to the efforts of some churches to provide accommodation for homeless refugees. *[Material subsequently kindly provided by David is at Annex C.]*

16/25 GRACE, PEACE AND CLOSE

There being no further business, the meeting ended with the Grace and with members sharing the Peace.

NEXT MEETING 5/7/16 AT ALL SAINTS' (ST CATHERINE'S AISLE)

CJB 19/5/16