

ST BARNABAS CHURCH, EMMER GREEN

Minutes of Meeting 01-2020 of the PCC held on Tuesday 11th Feb 2020 at 7.45pm in the Parish Centre

Present

1. Bob Abel (BA) (Treasurer); Mark Burton (MB), Felicity Chapman (FC), Richard Cunningham (RC) (Asst Churchwarden), Susie Downer (SD), Wendy Howell (WH), David Howell (DH) (Churchwarden), Roger Moore (RM) (Secretary), Sandra Rice (SR) (Churchwarden)

Present for Agenda Item 2 Only – Caversham Park Church Review

Revd. David Hare, County Ecumenical Officer
Revd. Ruth Midcalf, Deputy Supt. For Basingstoke and Reading
Methodist Circuit

Welcome and Prayers.

2. DH opened the meeting with a reflection from Psalm 115 and a prayer of blessing.

Apologies for Absence

3. Revd. Derek Chandler

Caversham Park Church LEP Review

The Review

4. Revd Midcalf and Revd Hare explained that the review was carried out by a team of four consisting of members from three of the four denominations represented at Caversham Park Church. The URC were unable to provide a team member.
5. Revd Hare described the review process explaining that The Review Team had held a planning meeting prior to the Review and two post Review meetings to finalize and agree the report.
6. It was explained that the communications with the Church were through the Churchwardens and that data gathering was mainly based on one to one interviews of CPC members, former members and others with an interest in the Church.
7. It was noted that the final report was agreed unanimously by the Team members and subsequently by denominational leaders.

Post Review

8. Revd Metcalf explained that following the publication of the Review Report the Trustees at CPC made a formal response to the report rejecting its findings.
9. Denominational leaders in turn responded to the Trustees response and as part of a “mediation and conciliation” process the Revd Clare Downing (URC), Wessex Synod Moderator, held a congregational meeting at Caversham Park on 2nd Feb which gave church members an opportunity to express their feelings.

The Future

10. Revds Metcalf and Hare noted it was important to recognize the pain felt at CPC but also it would be unfair to provide false hopes for the future. They reported that Denominational leaders were looking at the issues and challenges ahead.
11. Revd Ruth Metcalf closed the discussion with a short prayer.

Actions and Matters Arising

12. The minutes were approved and signed. Action at Para 15 to produce a costed maintenance budget would be addressed under Agenda Item 9.

Health and Safety

13. RM reported that there had been a recent inspection by Berkshire Fire and Rescue. The outcome was a determination of “adequate safety”. Notwithstanding this grading it was recommended that a Fire Risk Assessment be carried out.
14. Action RM and Douglas Rae to carry out Fire Risk Assessment

Safeguarding

15. RM explained that an updated Safeguarding Policy which includes the appointment of Joy Abel as Parish Safeguarding Officer had been circulated to PCC members and he proposed adoption which was agreed unanimously.
16. The Churchwardens signed the document.
17. Action RM to obtain signature of incumbent Revd Derek Chandler

Pastoral Care

18. DH spoke to a paper on Pastoral Care which had been circulated to PCC Members. He noted the long gestation of a new pastoral care group and described its membership: Derek Chandler, Mark Burton, Joy Abel, Wendy Moore, Susie Downer, Hayley Chander and David Howell and Pat Gray from Caversham Park Church. The proposed name for the Group is now the 'Care Hub' with the aim of coordinating action and supporting individuals .
19. PCC noted the paper and approved the way ahead unanimously

Finance

Report and Financial Statements

20. BA proposed that Report and Financial Statements which had been signed off by the Independent Examiner (Ian McKinlay) be approved. PCC agreed unanimously.
21. Actions RM to submit to APCM and BA to place a copy on the Church noticeboard.

Independent Examiner

22. Ian McKinlay has served as Independent Examiner for two years but does not wish to continue.
23. Action. BA to draft thank letter for Derek Chandler's signature
24. BA reported that Bill Harper has agreed to become the Independent Examiner for the 2020 accounts. PCC approved the appointment.
25. Action. RM to write to Bill Harper to seek formal approval for his name to be forwarded to the APCM
26. BA noted that after the APCM RM will need to confirm the appointment.
27. Actions. BA to supply drafts of these letters; to supply Bill with the other appropriate documents and copies of BA's monthly reports to the PCC.

Diocesan Reports

28. BA explained that he had submitted the details of our 2019 finances to the Diocese on the parish returns website. BA noted that a report on performance over the last few years can be found on the website's dashboard and that he had circulated copies to the PCC.

Budget 2020

29. BA noted that PCC members had a preliminary look at this at the November PCC meeting at which he emphasised the growing gap between planned income and expenditure (and specifically the increases in the Parish Share).
30. BA explained that the paper circulated tells essentially the same story. The gap between pledged income and Parish Share has grown from £10k to £21k between 2017 and 2020. To restore the differential would require a 25% increase in planned giving.

31. The 2020 budget is constructed to mitigate a potential deficit this year of £7k on the assumption of no increase in planned giving. To achieve this, only expenditure on planned maintenance has been included, with no contingency for emergencies apart from those already experienced this year.

Expenditure Control

32. BA proposed that all submissions for expenditure outside normal patterns should be individually approved by David Howell as acting Hall and Buildings manager.
33. PCC approved the proposal unanimously

Hall Contribution

34. BA explained that he was squeezing £16k from the Hall budget in an attempt to balance the Church accounts (grown from £8k in 2017) and that there is no room for taking more. The budget proposed in the table (very much an austerity budget) would result in a deficit for the Church of £2,119 and a small surplus of £251 for the Hall at the end of the year.

Caversham Park Church

35. BA noted that in the future there is a potential loss of £5k income from Caversham Park Church if the recommendations in the Review Report lead to its closure.

Future Giving

36. Looking to the future and ways of increasing income, BA reported that he, Derek and Richard are booked to attend a Generous Giving Conference on 29 February at which the Diocese's Generous Giving Advisor will be present.
37. Action. RM/DH to present on Giving at the APCM
38. Following discussion, BA proposed adoption of the budget, PCC agreed unanimously.

Annual Report

39. RM thanked contributors and in particular BA for his detailed proof reading of the text. FC raised some minor points of clarification and simplification which were incorporated.
40. RM proposed adoption of the report which was agreed unanimously.

Christian Aid Collections

41. WH outlined the difficulties associated with door to door collections and following discussion it was agreed: WH would give a talk to the congregation at the time of Christian Aid Week; giving envelopes would

be stapled to pew sheets on Christian Aid Sunday and there would not be any door to door collections.

Chalice Administrator

42. RM proposed that Mary Robinson be approved as a Chalice Administrator subject to normal checks.
43. PCC approved unanimously

Communion by Extension

44. Revd Derek Chandler had submitted a proposal for three people David Howell, Joy Abel, and Mark Burton, be recommended to the Bishop of Reading for authorisation to conduct Communion by Extension.
45. The proposal explains that further training will be required and Communion by Extension is only to be used in exceptional circumstances with the express permission of the bishop in each individual instance. It is not to be confused with communion presided over by someone who is ordained, nor is it the same as taking communion to the housebound or those in hospital. David, Joy, and Mark are fully aware of this.
46. Following discussion, particularly about the real practicability of having to seek the bishop's approval in each individual case, the proposal was approved unanimously.

PCC Approval of Meeting Dates

47. the following meeting dates were agreed: 5 May; 30 June; 8 Sep; and 17 Nov

Wider Church

48. MB and RM gave a brief update on the recent Deanery Synod Meeting. It was noted that Alison Johnston had resigned as Deanery Synod Secretary. Also that it had been agreed that the Minster should have a full time incumbent

AOB

49. There was no other business

Closing Prayera

50. RM closed the meeting with a short prayer .

PCC 01-2020