

The Parish of St. John the Evangelist Newbury

Parochial Church Council held **on Zoom** on Thursday 16th September 2021 beginning at **7.00pm**

Present:

The Revd. Gary Collins – Chair

The Revd. Julie Howell – Curate

David Oats and Alison Foulkes – Churchwardens

Kim Slade – Hon. Treasurer

Sam Brown – Secretary

Also in attendance:

Margaret Baker (MB), Melanie Brown (MAB), Jennifer Wright (JW), Jeremy Wright (JPW), Aeron Slade, Andrew Kingston, Stephen Kerry

1	Opening Prayer & Welcome		
2	Apologies for Absence. Heather Holloway, Ann Dixon, Jennie Marwick-Evans		
3	Correspondence, Organ Refurbishment (Roger O' Callaghan), H&S Policy (Jennifer Wright) TW extension (Bishop Olivia), Weavers Yard, Refugee Response (Stephen Kerry)		
4	Minutes of the previous meeting held on 22 ⁿ d July 2021 – previously circulated Action – Only approved minutes will be posted. JW approved and AS seconded.		DO
5	Matters Arising from Previous Minutes. No matters arising other than anticipated income from room hirers will be provided before next PCC, by DO (see Section 9 below).		DO
6	Safeguarding Update. <i>Have any issues been reported, concerns raised?</i> – SK been in touch with Kathy Winrow to support training. DO asked who else needed to be DBA checked. SK to check.		SK
6a	Deanery update – Correspondence has been received regarding General Synod elections. SK asked whether we should be notifying the PCC about who he has been asked to vote for. Revd Gary will consider this and communicate the deadline for voting submissions.		Revd Gary
7	H&S Update. JW updated on the recent Ecclesiastical visit. JW requested that the H&S Policy is ratified by the PCC and signed by Revd Gary. Checking of the First Aid boxes was discussed, and MB will include the St. Richard Room. Acceptance of the H&S Policy Document was proposed by DO, seconded by AS and the PCC approved. DO advised that the PCC will be asked to approve any future changes. Revd Gary thanked JW and Revd Julie for their continued work on H&S.		
8	Vicar's Report. Revd Gary reported that the 8.30 service is up and running (approx. 10 attendees), however the Tuesday midday Eucharist has proved to be a slow start. This Autumn Revd Gary reported that he would be trying out some new ideas and see how they go. He would like to increase the diversity in the Church offering. He acknowledged that filling the rotas can be hard and we need to think of how we can encourage a sense of ownership. Since the end of lockdown, it has been liberating to re-establish dialogue with organisations. We are limited with time and resources, but Revd Gary is still keen to explore new ideas. MB wondered if a change to opening to 10am on Wednesday morning might give people more time to chat! Revd Gary closed his report by reminding the PCC that we should take this opportunity to think differently.		

9	<p>Financial Report & Consultation – In response to the Greening Group question on gas usage, we have used an extra 20k KW Hours = extra £1k in gas over this time last year. August financials were issued prior to the PCC meeting and the PCC had no questions. KS updated that Cambridge and Counties Easy Access Account - £4k to be withdrawn in October, leaving £2-2.5k which will be withdrawn the beginning of 2022. The account will be left open with a nominal amount. We will then draw down from the growth in the Kath Gibbs funds to cover operational deficit. Last year approx. £20k growth so this should cover the deficit. AK will arrange for KS to have access. KS then went through draft 2022 budget and highlighted where (in blue) information is required to complete the budget. Yellow</p>	AK
	<p>envelopes and weekly collections have been reported as lower than pre-Covid levels, so this has made its way into the 2022 forecast. DO to provide forecast for room income. KS reported that the tenant has handed in notice, so no income for a period. Reserve drawdown assumed at £15k loss. Parish Share estimates a small increase on previous year. Safety Maintenance (inc. emergency lighting – JW providing input). Greening Measures – please provide input (Revd Julie). Revd Gary suggested as we are applying for the Eco Church initiative there may be some spend to anticipate. DO to provide a list of other regular tests (PAT tests etc) to KS to budget for. Management and Admin – we will have a Quinquennial report (approx. £2k) in 2022. KS forecasts an operating deficit of £25k (excluding room income). DO updated that £12k will come back from i-CAP for monies already spent by PCC. In 2019 we had £18k of room rent and DO suggested that this will be similar moving forward – KS updated spreadsheet to include this as an estimate – operating deficit thus now at £7k, with further income and outgoings to be accounted for.</p> <p>Organ projects – quote received total £24k inc. VAT, supported by Christopher Sears. i-CAP and Organ are large projects and KS reflected that we may want to delay one project by a year. MB asked how many projects Greenham Common Trust allows you to have ongoing - AS said that match funding would be available on 2 per year. MB suggested that Revd Gary may want to appeal via the weekly sheet. Revd Gary suggested we are asking the same pool of people. DO suggested we just make people aware. AS suggested, we speak to the Ward Counsellors. SK asked how many years since the organ had major works. AK said we had approx. £12k grant approx. 5 years ago. The question asked was will the organ still function without the work? View was it will, and in contrast iCAP is time dependent. JPW suggested if the Trust can only fund two then we should defer the organ work. Revd Gary confirmed the view of the PCC is that the organ work should be put on hold for now. DO suggested we should reassure Christopher Sears that we will look at it but not now. KS to inform Christopher and Roger O’ Callaghan of outcome.</p> <p>Rev Julie asked if we had a contingency fund for items such as the boiler as there may be a time that we need to spend. DO advises it’s the legacy which is the contingency. KS asked what is covered by the Insurance, DO indicated that the insurance would not cover the cost of a replacement boiler. Revd Gary asked what we are spending on the boiler. Rev Julie updated she has formally submitted an enquiry form to the Diocese to consider an energy audit (our contribution would be £200-£300). MB asked do we know how efficient it is. DO updated is an old boiler and the feedback is its very inefficient, but the boiler replacement would cost between £18-£22k.</p> <p>KS replayed the PCC decision, 2022, i-Cap, Organ late 2022-2023 and requested support from Revd Gary and DO with the reply. DO updated that the organ works lead time is long. Request to ask ROC to check what is covered under the Boiler Insurance.</p>	<p>DO</p> <p>JW Revd Julie DO</p> <p>KS</p> <p>Revd Julie</p> <p>DO > RoC</p>

10	<p>Progress reports at St. John's. Maintenance and use of church</p> <ul style="list-style-type: none"> • iCap – AK updated next phase is fund raising. We now have a quantity surveyor to provide a more accurate estimate. We should have these figures by end of September so we can get an accurate fundraising target. • Handrails – delayed • Chairs - & Funding – still trying to raise funds – up to 36% - nearly complete match funding on running costs – so the chair fund is now the priority. AS said all the money for the chair fund will be match funded. Revd Gary will update the newsletter. The other option maybe to purchase less chairs. • Notice boards – in process of being ordered. • Footpath widening –third, lower, quote received from Calco, based on starting early October Revd Gary asked if PCC were OK to go ahead for £1.9k + VAT. MB asked if this included paving. JW confirmed yes. AO reflected that Calco are a front runner for i-CAP, we use them to test their work. DO updated that they have been recommended by Phil Bevan. JPW suggested we validate their work. KS confirmed if spent this year it won't be available next year. Revd Gary asked the PCC to confirm. Revd Julie said that a recommendation is very important, rather than the cheapest. MB asked about the painting. DO stated we can do the painting ourselves to keep the cost down. PCC confirmed they are happy to proceed with the recommendation of the Finance/Standing committee on appointing the contractor. 	Revd Gary
11	<p>Greening St John's – Revd Julie updated that we are registered for Eco Church to provide resources and activities and events that can be used. We can work towards an award with several categories which if we reach target, we can apply for a Bronze Award. Events – 25th September St Nicholas Green Open day and Rev Julie will have a stall (from 09:30), all welcome to support. Newbury Town Council climate workshop will be held at St Johns later the same day. Under Worship and Liturgy, we have a Gold level. SK advised that Revd Gary should get an accolade as the liturgy is very good. Revd Gary updated that the Greening Group is building positive momentum. Revd Gary thanked MAB who? for her work in support of the Greening Group.</p>	
12	<p>Revd Terry Winrow. License extension. This PCC consents, under Section 29A(10)(b) of the Ecclesiastical Offices (Terms of Service) Regulation 2009, to the extension of the term of office of the Reverend Terence Winrow, who has attained the age of 70 years and is licensed to the Benefice of Newbury St George and St John for a period of one year. KS proposed, AS seconded, approved.</p>	
13	<p>Living in Love and Faith – Revd Gary thanked those who attended the away day. Issue will be a central topic at upcoming General Synod votes.</p>	
14	<p>St John's School Connection. Revd Gary updated that he and Revd Julie have been facilitating online assemblies. AF states that the children love Revd Gary and both presenters have been received well. Revd Gary updated that the federation of the two schools is in progress with a new management structure which opens opportunities to be involved at St Nicolas school as well.</p>	

15	<p>Any other relevant business - Weavers Yard Development – SK – 231 rented dwellings potential 500 new people to welcome. We could connects using Facebook, and could we connect our website and welcome new people. KS suggested church/hall to hire. SK welcoming to the website and Revd Gary could do a personal message. AK suggested the dwellings are rentals so the population may be transient. DO suggested they may not be in our parish. There was discussion over the boundary, and it was confirmed by Revd Gary, that the development is within the St Nicolas parish. Revd Gary will have a conversation with St Nicolas on next steps.</p> <p>Refugee Response – SK West Berks website updates regularly and immediate needs has been found. Money raised has been match funded by The Greenham Trust. It was asked what we could do practically to support ie School uniforms, bicycles etc. AK updated there are 100 in two hotels and the refugees will then be dispersed across the country. JW updated that the Iman of the local mosque has been to St Johns. Revd Gary will renew connection with the Mosque. Revd Gary will converse with West Berkshire Council.</p> <p>Christmas Tree festival – Revd Gary asked whether to go ahead this year. JW updated the dates would be between 16th to 24th December. Up to 30 Christmas Trees decorated by local groups. People then visit and there was some fundraising and a raffle. DO suggested we should do this if the Covid situation is OK. JW said we need help with the setting up the week before the 15th to set up the branches and fix the lights. DO suggested that people decorating the trees could put the lights on. AS advised, he could supply 12 Sea Cadets to set up and can organise a rota. JW updated that Festival raised £1200 for the Homeless Charity (made up of donations, sale of Christmas cards and the raffle).</p> <p>MB suggested the signage about the fund-raising could be clearer. Gary asked the PCC whether we were going ahead, consensus yes.</p> <p>Revd Gary would love to light up the church again this Christmas, cost of approx. £800. JW asked if we have £800 in the budget. KS updated no. Revd Julie suggested we should get quotes for the outside illuminations. AS recommended lighting up for 5 days, and AK recommended we proceed. MB suggested we ask if we had the same wording as last year, would this reduce the cost. SK asked if we were going to change the wording. Revd Gary will investigate.</p>	<p>Revd Gary</p> <p>Revd Gary</p> <p>Revd Gary</p> <p>Revd Gary</p>
16	<p>Benefice Expansion update – No update</p>	
<p>Closing Benediction – the meeting closed at 21:00</p>		
<p>Date and time of next meetings - 11.11.21 Standing Committee 7pm 18.11.21 PCC Meeting 7pm</p>		