

The Parochial Church Council of the Parish of Marcham with Garford
Minutes of the Standing Committee meeting held on
Wednesday 25 November 2020

Present

Mark Newman (MN) Neil Rowe (NR) Ruth Atkins (RA) Tamsin Gilbert (TG) – Chair for the meeting Jill Rowe (JR) Chrystal Poon (CP) Martin Caroline Manders (CM) Kevin Mentzel (KM)	Pamela Carter Moore (PCM) Barney Stevens (BS) Ann Southwell (AS) Tim Jack (TJ) Cathie Little (CL) Chris Nutman (CN) Danni Grady (DG) Bryan Eccles (BE)
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Item		Action
1.	<p>Welcome and opening prayer</p> <p>MN opened the meeting with a reading from Colossians 3 12-17 and led in prayer.</p> <p>Apologies were noted from: Charles Gaisford, Alicia Davies and Carolyn Whiting.</p>	
2.	<p>Declarations of Interest</p> <p>Declarations of interest were declared by:</p> <ul style="list-style-type: none"> • Neil Rowe – for agenda items 4 and 6 • Jill Rowe - for agenda items 4 and 6 • Mark Newman – for agenda item 4 	
3.	<p>Approval of minutes from last meeting</p> <p>The minutes of the Parochial Church Council meeting held on 28 October were approved as an accurate record.</p>	
4.	<p>Matters arising</p> <p><u>Send-a-Cow</u> MN updated that Send-a-Cow were unable to split the money, so we went with the option to fully support the new project (Women of Migori).</p> <p><u>Road by the church</u> NR reported Highways have looked at it and it is not in need for repair in their opinion. The Webber's have suggested a quote is sought for this work and there may be a grant to fund the repairs. Liaison with the Parish Council will also be needed.</p>	NR/TG

5.

Budget setting

Information about the budget had been sent to the PCC prior to the meeting and TJ asked what was in the current account. BE responded £142,000 in our current bank account, but we should not be operating on a basis where expenditure is more than the income.

PCM queried about the 25 percent Parish Share from Shippon and why does Marcham have to pick it up. BE responded, by Shippon moving to another Parish we must increase ours to 100 percent.

BE added, budget assumptions are made that the Parish Share will increase from January 2022.

KM queried if liability for an increase in Parish Share would start when the new vicar starts in post.

NR added, the Diocesan budget for the following year is set on 31 August each year for the following year.

MP questioned when we decided to go for a full time vicar, did we consider approaching the church members for additional contributions. TG responded; no direct approach has gone out. BE reminded members that when we agreed to go to 100 per cent the church donations were OK. It is only recently they have decreased.

NR on behalf of Charles Gaisford – he will only approve the budget if the wardens and the PCC gives monthly reports to the church membership.

AS asked if due to Covid-19 we are being realistic about people donating more.

BS asked if other income streams have caused a loss in income. BE responded the vast majority is due to a reduction in donations this year. TG explained there is very little income from other sources apart from monthly donations.

BE advised the two options are:

- We decrease expenditure or increase the income. The biggest expenditure is on Diocesan share and the staff we employ.
- We seek increased donations or stop the Church paid posts.
- TJ added, another option is a fund raising programme in the year.

TG reminded the PCC on the options available as listed in the paper circulated prior to the meeting:

- Take on the deficit budget and work on encouraging people to increase their giving
- Look at not employing people
- Embark on a 12 month fund raising programme
- Or a combination of the above

	<p>NR reminded the PCC that a financial budget needs to be clear in the Parish Profile and the Parish must demonstrate that after three years the parish can maintain the budget.</p> <p>MN said using fund raising is a burden we do not want and it is OK for small projects but not relying on for the church budget. Need to increase our financial giving and be clear to the church membership about this.</p> <p>CL reminded everyone that in recent years there were talks and Bible teachings on giving when then budget was moving towards a deficit and this had a positive impact.</p> <p>BE explained costs are higher during an interregnum and we should have a plan in place for the year (2021) for the deficit to be addressed. We should be looking forward to having a full time vicar and the positive impact this will have.</p> <p>NR reminded everyone we give away about £30,000 a year to charities (these are not in the budget). NR said CG reported the two boilers will need to be replaced in the next couple of years and this could be costing £20,000 - £25,000.</p> <p>CM asked about the reduction in monthly donations and if there is a cause. CL said the reasons for people stopping or reducing their giving are not related to Covid.</p> <p>PCC agreed:</p> <ul style="list-style-type: none"> - to provisionally accept the deficit budget for 2021 - work hard in the coming year to be careful with our expenditure and do Bible teachings and talks about giving to increase the monthly donations or have new people donating - to consider fund raising options - the narrative for the Parish Profile needs to explain clearly about the plans for recovery <p>Small group to formulate a clear plan for the above: BE, TJ and NR</p> <p>Abstaining: 1 Approving: 14 No: none</p>	
6.	<p>Discussion about deanery questions</p> <p>This follows on from discussions at the October meeting and we supported the proposal of a Deanery fund.</p> <p>BE said he finds it very difficult if in a position of a deficit budget for 2021 that we can give any rebates back to the Deanery.</p> <p>TG shared feedback from Martin Steel, Treasurer for the Deanery at the meeting and highlighted the questions we needed to answer</p>	

	<p>Q2. Are we willing to sacrifice our Parish's share of the £7540 'Cap' as a contribution to help establish this Fund? <i>- no objections, happy to sacrifice parish's share of the cap (about £500)</i></p> <p>Q4. Do we wish to release all or part of our 2020 Share Rebate (payable in January 2021) to augment the Contingency Fund? <i>- agreed to keeping our rebate but give a donation later if our income increase</i></p> <p>Q5. Do we wish to consider any similar action for the 2021 Rebate, due in January 2022? <i>- TJ advised this should be deferred due to the current financial situation of all parishes and for it to be reviewed at a later stage in 2021.</i></p> <p>Approval from the PPC was given for TJ to share this at the Deanery meeting being held on 26/11/2020.</p>	
7.	<p>Discussion on children and families minister and the youth worker</p> <p>NR shared CG comments to have a task force to review the children and families and the youth work and develop a strategy.</p> <p>21:11 JR and NR left the meeting at this point.</p> <p>TJ was not present for this item as he had to leave the meeting early.</p> <p><u>Children and Families Minister</u> A document had been circulated prior to the meeting with all the background information provided. Following discussion, the following was approved.</p> <p><u>PCC approved:</u></p> <ul style="list-style-type: none"> - JR is given a fully funded three month planned sabbatical from December 2020 which includes some professional development and asking God what He wants her to do as well as having some rest - To ensure JR's accountability group has clear terms of reference and a mechanism for feeding back to the PCC - To review her contract which has not been reviewed for many years to make sure that it reflects the work she will be doing after March 2020 - <p>(CL left the meeting here).</p> <p><u>Youth worker</u> A document had been circulated prior to the meeting with all the background information provided.</p> <p>Discussion took place and the main points were:</p> <ul style="list-style-type: none"> - The Spiritual responsibility for children and young people should remain predominantly with parents 	

	<ul style="list-style-type: none"> - Following requests, there has been a lack of support for Sunday youth <p>PCC approved:</p> <ul style="list-style-type: none"> - We continue to employ Rob for the 18 hours he is currently contracted for but talk to him about reducing these hours over the coming year to achieve a better work-life balance. - To set up a new accountability group for Rob, with clear terms of reference for them which will include revising his contract to better reflect the work he is doing as youth worker. - To encourage Rob to get a spiritual mentor and also to get some careers advice as we sense that he has plans for the future to move onto new things. <p>In addition, the PCC approved:</p> <ul style="list-style-type: none"> - A PCC subgroup to look at our strategy for youth and children's work across the parish and how/ whether we need paid youth and children's workers going forwards (this is quite critical given our budgetary position). - The appointment of a volunteer to oversee our paid employees, ensuring that they have their annual reviews, that contracts are kept up to date and that we are fulfilling our role as employers. 	
8.	<p>Fabric items</p> <p>NR and JR returned to the meeting at 21:50</p> <p>a) Restoring of driveway. Given our projected budgetary constraints we may not be able to afford to install a soakaway under the driveway/ footpath, but we can still negotiate with the parish council to have the driveway and path redone. PCC approved this</p> <p>b) Removal of pews from south side of balcony to allow more space for the AV team and live streaming. The AV team and CWs would like to propose that we have the two pews on the south side of the balcony removed. A faculty is needed, so we need to pass a resolution to approve this. PCC approved and TG will pursue a Faculty</p> <p>c) Audio visual equipment PCC approved budgeted money being spent on the equipment before the end of the year.</p> <p>d) Lighting solutions PCC approved the funding.</p> <p>e) St. Luke's items PCM provided an update:</p> <ul style="list-style-type: none"> - spring cleaning has taken place - NR was thanked for attending the harvest festival service 	<p>TG/NR</p> <p>TG</p>

	<ul style="list-style-type: none"> - applied for a Faculty to oil the the main door - getting quotes for painting the inside of the church - carpet where people kneel for communion needs replacing – Faculty list to be checked again and seek advice from the diocese - Spare hymn books – TG will check what should happen to these <p>f) Any other fabric items None</p>	PCM TG
9.	<p>Covid-19 related issues</p> <p>Church services can continue under all tier restrictions provided people remain in their own households and keep their distance from others.</p> <p>Christmas services are being worked on and further information can be found on the church website.</p>	
10.	<p>Parish Profile</p> <p>Feedback to be sent to TG.</p>	All
11.	<p>Health and Safety</p> <p>TG said information relating to Covid-19 is updated as required.</p> <p>TG advised the Church insurers are visiting the church</p> <p>NR advised the public art in the church yard is being looked at again</p>	
12.	<p>TG closed the meeting in prayer</p> <p>The meeting closed at 22:11</p>	

The next meeting is on Wednesday 27 January 2021 and will be a virtual meeting

Date of next meetings:

24 February 2020 (in person),

24 March (zoom)

– possible 'away morning' to discuss MP in Dec?