

## RUSHMERE ST ANDREW PAROCHIAL CHURCH COUNCIL

### Minutes of the Meeting held on 22<sup>nd</sup> May 2025

**Present:** Revd Alan Comfort, Gill Ainslie, Jim Ainslie, Bob Batchelor, Kevin Brazier, Rachel Daniels, Joan du Boulay, Chris Gibson, David Gill, Margaret Mellor, Belinda Mottram, Mary Odam, Hilary Platts, Ruth Silburn, Revd Marion Walker, Dave Yaroslaw, Chris Yule.

**Apologies:** Robin Brown, Claire Driver.

The meeting began in church at 7pm with a demonstration of a screen and projection equipment by Darren Butler from AED. He also outlined a possible upgrade to the sound system to incorporate a base boost and mixing desk.

#### **At 8pm we moved to the church hall for the main PCC meeting.**

Revd Alan opened the meeting with prayer.

**25.28 The Minutes of the PCC meeting** held on 6<sup>th</sup> March 2025 were approved and signed by the Chairman as a true record. There were no matters arising that are not covered elsewhere.

**The Minutes of the Standing Committee** held on 8<sup>th</sup> March to approve the Youth Club trip to 'Gather: The Big Weekend' on 11<sup>th</sup>-13<sup>th</sup> April as a church activity were approved and signed by the Chairman as a true record.

**25.29 Correspondence** Letters of thanks from:

- Tearfund for a donation of £600.50 raised at a talk at the February Prayer Breakfast
- Christian Aid for a donation of £432 for the Myanmar Earthquake Appeal
- Open Doors for a donation of £320 from the Pancakes and Quiz evening

#### **25.31 Treasurer's Report**

a) Matters arising:

- Thanks to the 15 PCC members who attended the ACAT training on Trusteeship. Copies of the speaker's notes were handed out to accompany the slides which had already been circulated.
- Further information is being gathered to progress Charity Commission registration

b) Income, March-April 2025:

- Donations: £1,050 from individual donors; £400 from Lunch Club; £222 from Toddler Group; £180 from parents towards cost of "Big Weekend"; £108 from contactless and on-line.
- Interest: £300 from £20k Lloyds deposit; interest rates now dropping

c) Payments schedule March-April 2025:

- Scottish Power - electricity bills higher than should be, Treasurer will sort out.
- DBF - Parish Share balance being paid by 10 equal monthly amounts.

d) Income & Expenditure to 30/04/25 - compared to this time last year:

- Income is down 2% but up 5% on a like-for-like basis (excluding May Festival and Green bequest) with Giving up 7%;
- Expenditure down 5% but up 1% on a like-for-like basis (excluding May Festival);
- a small Surplus as opposed to a small Deficit, also on a like-for-like basis.

e) Funds Schedule @ 30/04/25:

- Overall Funds total decreased by £4k since the end of 2024.
- £50.3k potentially available in Fabric and Roof Funds for Vestry roof project, but must keep some available for other projects e.g. Heating replacement scheme.
- £21k available in Designated Reserve Fund (ex. anonymous donations in 2024) for possible Projection & Sound project. PCC to consider adding Barbara Green's bequest to this Fund.

f) Trial Gross Income & Expenditure schedule to 30/04/25:

This shows the real financial position before any movements to and from Funds over the period. Chris will produce it on a regular basis if the PCC considers it helpful.

g) Other

- Anonymous donations: All are vetted to ensure donors are known to us, and funds come from reputable UK financial institutions, so ensuring the donations are acceptable to the PCC.
- An anonymous donation of £100K has been received and vetted. This is given 'for the development of the ministry, the nurture of faith, and the overall aim of helping the church community grow and reach the younger local community. It is requested that the ultimate distribution of this in pursuit of the ministry be decided principally by the Vicar, with support from the PCC'. The PCC expressed its gratitude for such an incredibly amazing and stupendously generous gift.

**25.30 Ministry Team:**

The Ministry Team, Youth Panel and Wardens have worked together on a proposal for a new pattern to Sunday worship. A new 'Sunday Praise' service will take place at 9.15-10am, to praise God in a more contemporary and creative style and reach out to all ages. The children's team, young people and informal worship team will be involved. The 10am service will move to 10.30 but will not change, apart from no more Worship for All services on the first Sunday – what replaces it is tbc. Breakfast will still be served after the (unchanged) 8am service, coffee and pastries will be available between 10-10.30, and coffee as usual after the 10.30 service.

It is hoped there will be crossover between people attending the different services. The monthly informal worship at Dumbarton Hall will stop in July, and Messy Church will move to a Saturday afternoon at Dumbarton Hall. Some details still to be worked out – eg how will the music group contribute in future, when will the bell-ringers play, who takes on the extra roles, what happens at main church festivals.

**The PCC agreed** that a 6-month trial will begin in September or when everything is in place (see item 25.32 below).

**25.32 Projection and sound**

Following the earlier demo, the various elements of the proposed system were discussed. A quote of £7890 +vat had been provided for the screen and projector, and c£3000 +vat

for the mixing desk, base boost and sound equipment upgrade. The possibility of a monitor near the choir area was also raised; this is yet to be costed. **The PCC agreed** to go ahead with the proposed work, provided the cost was not significantly higher.

CCLI Song packages: David Yaroslaw had investigated these and **the PCC agreed** to purchase SongSelect Premium at £168 pa.

### 25.53 Updates

Health & Safety Minutes of the meeting on 7<sup>th</sup> April: **the PCC agreed** to the fitting of a new lock to the inner hall door so that it could be locked when Sunday Club is in progress to prevent any unauthorised visitors, as had happened on a recent occasion. The group leader, wardens, Revd Alan, Revd Marion and the H&S Officer would hold keys and the door could easily be opened in an emergency. This is a temporary measure until the full implications of the Terrorism (Protection of Premises) Act 2025 – ie Martyn's Law – are known and guidance is available from the CofE and the church insurers.

Safeguarding All DBS checks are now up-to-date for the next 3 years and all PCC members have appropriate Safeguarding training. The Parish Action Plan will be discussed at the next PCC.

### Eco-Church

- The PCC wishes to thank Tim for his detailed and professional work on both the Land and Buildings Management Plans, together with Jim, Ruth and the Eco team. **The PCC agreed to adopt the Land Management Plan.**
- A water butt has been purchased to go by the shed in the 1925 churchyard, but a Faculty is required to install it. **The PCC approved the installation.**
- Buildings Plan: Jim and Tim are leading on Phase 3 of the Energy Plan, making fact-finding visits to other churches and looking at energy efficiency and heating options. **The PCC agreed to adopt the Buildings Plan**, and that they should request from various specialist heating firms, without commitment, schemas for IR, under-pew heaters and heat source pumps. The PCC thanks them for their work.

### 25.34 Churchwardens' Report

- Thanks to Jack Earwaker for all his service to the church, particularly in his role as architect and leader of the working party for many years. He has passed on to the church his archive relating to the church buildings.
- New recycling bins and replacement pads for the defibrillator have been purchased
- Thanks to all the team who have put so much time and effort into the Knitted Bible Exhibition over the last 2 weeks.
- Vestry/shed roof: In January 2025 (Minute 25.10) the PCC agreed to go for the cheapest option (c£34K +vat) to refurbish the flat roof to the existing design with upgraded materials; however Nick Jacob has supplied new plans, which we did not ask for, at a cost of c£50K +vat, to include a slightly pitched roof and insulation. **The PCC agreed** that Kevin would contact him to say that the latest plan is not what we asked for. A decision will be deferred until July.
- Fridge-freezer for hall kitchen: Patrick at Smarttrams could supply and fit with integral doors to match existing units at a cost of £935 +vat. The Lunch Club has offered £1000 towards the cost of £1,122. **The PCC agreed to go ahead.**

### 25.35 Volunteer Agreement

The PCC agreed to adopt the Volunteer Agreement with a couple of minor amendments: it will be called 'St. Andrew's Volunteer Code of Conduct', with all volunteers being encouraged to view it in a suitable place on our website.

### 25.36 Appointment of Sidesmen and women

- Tim and Sarah Laxton and Janet and Jonathan Dewey were appointed by the PCC as Sidesmen and women
- All those currently on the rota are happy to continue and the wardens thanked them.

### 25.37 Panel Reports

Social Panel: the PCC agreed that any money collected as donations during the 'Wednesday Wonders' in August could be used to subsidise the cost of those activities and any surplus would be given to church funds.

### 25.38 Church events

Too many to mention! It has been a very busy time since the March PCC, with the APCM, Sunday afternoon concerts, Easter services and events and the May Festival, as well as all the regular services and activities.

### 25.39 Any other Business

- New Day Festival: 6 young people are going for the whole week, with Rachel and 1 other adult. They will be fundraising for the trip, and some parents will contribute to the cost (£115 per person), but **the PCC agreed** to meet any shortfall if necessary.
- St Alban's High School has requested use of the church as an 'exam contingency venue' in the event of an emergency and **this was agreed**.
- Easter garden: it was pointed out this was tucked away in the Credence area this year but it deserves to be more prominently placed
- Service booklets: the lack of seasonal variations was noted
- Could we have the Old Testament part of the Knitted Bible for display in the future?
- The tablet in the contactless giving machine is too old to install the latest version of the software, and a replacement is needed. This is a good opportunity to review the available equipment and purchase something better suited to our needs.

The meeting closed with prayers at 10.05pm.

**The date of the next PCC Meeting is Thursday 24<sup>th</sup> July 2025**