

St John's Church, Hove
Minutes of the Parochial Church Council meeting
Monday 26th September 2022

Present:

Earl Collins (EC) – Vicar	Barbara Bush (BB) – Church Warden
Tom Savage (TS) – Secretary	Janet Parrott (JP) – Church Warden
Mark Gower-Smith (MGS)	
Sue Davidson (SD)	Chi Ho (CH) - Treasurer
Isla MacFarlane(IM)	Trevor Beattie (TB)
	Erica Cheung (ECH)

- | 1 | Opening Prayer | Action |
|----------|---|---------------|
| 2 | Apologies
Andrew Maynard (AM), Mary Thomas (MT), Lisa Godfrey (LG) | |
| 3 | Notification of AOB
None | |
| 4 | Minutes of Meeting on 18 July 2022 & Actions from the Previous PCC Meeting
The PCC accepted the minutes with no amendments.

All actions completed apart from;

5.1 Investments & Reserves - see agenda item below
7 The Chalice will be re-introduced to Sunday Eucharist from 9 th October. LG, Pru White, ET, Judy Puttick and SD are commissioned to administer the Cup.
8 Risk Assessment – see agenda item below
10 2023 Budget – see agenda item below
12 PCC “Away Day” booked for Bishop Hannington Church Hall, 26/11/22, 10am – 2pm.
15 Safeguarding - Carry action forward to Nov 22 PCC due to LG absence. | |
| 5 | Finance
<u>5.1- Management Information</u>

TB noted that overall numbers looked good, and queried why standing order income had dropped, CH advised likely due to deaths in the congregation.

BB observed we are overspending on Mission and Hospitality and will have to unpick and review this in 2023.

TB queried the Restricted and Unrestricted Garden funds with a view to using them; are they designated and are they actually the grant money for groundworks? CH confirmed the money was left strictly for the garden, it is not the groundworks grant. CH to research why the designated garden fund is so restricted and if funds can be moved for use elsewhere. | |

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5.2 Investments & Reserves

At the July 2022 PCC it was proposed to move £30k from Barclays to the Church of England DBF fund. CH has reviewed the relative levels of return and advised that an increase to £50k is recommended. CH confirmed these will be from Unrestricted Funds. The PCC voted unanimously to transfer £50k as outlined, and to amend the reserves policy to 4 months operating costs.

5.3 Parish Share & 2023 Budget Approval

TB expressed concern over the size of the uplift on Parish Share (£5k/20%) and whether it was sustainable year on year. A forecast £11k surplus for 2022 was noted. BB pointed out there are some big fabric and maintenance costs coming up which will hopefully help to balance these figures, and flagged that the proposed increase in fundraising income for next year is ambitious when seen in the light of the Risk Register discussion regarding lack of Laity succession planning and the difficulties currently in finding sufficient support for Church Fundraising activities.

CH advised that with a c.£50k surplus in unrestricted funds, which the Diocese will be aware of, the Church should be increasing its Parish Share.

TS noted that the Deanery Treasurers meeting is 14/11/22, and Parish Share pledges are not due in until Jan 2023, and are expected to be aspirational. It was therefore suggested and agreed that CH would revise the current budget in line with PCC comments, and a final review will be carried out at the November PCC.

CH

6 Buildings and Finance

Further to the report provided, the PCC agreed to all proposed items of expenditure, namely:

- Admirable replacement safe at £1,1195 + VAT
- Replacement locks at £298.50 + VAT
- Repair to porch ceiling at £240 + VAT

BB advised that the organ was in need of urgent repair and that timescale and costs are TBC. The Quinquennial review has commenced, BB to update at next PCC.

BB

The PCC agreed to put the research into new glass doors on hold, and revisit in 2023.

7 Risk Assessment

BB requested additional commentary around how the PCC will mitigate the risk of not having enough volunteers. TS to amend and circulate revised report to all, proposing as minimum an annual review of those helping in the Church by the PCC.

TS

8 Services

8.1 – New Service

EC advised the PCC he is developing a new service format, to be run once a month at the Sunday Eucharist. The new service format will explore different creative directions, e.g. music, Taizé. EC to circulate a draft order of service for comment and queries, and he will formally review matters after Epiphany. The PC were all in favour.

EC

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8.2 – Christmas Services

The PCC agreed the following dates for Christmas services:

11 Dec – Carol Concert

24 Dec – Crib Service

24 Dec – Midnight Mass

December Service Dates/Times to be circulated

EC

9

Lease reviews

The report was accepted as presented, with no changes to current rental agreements required. TB noted that our financial forbearance here is a key part of our Church Giving, and BB responded that it is explicitly included as such annually on the Charity Commission Report.

10

Mission Action Plan/Events Committee

ECH summarised the events that had taken place since the last PCC. The History Talks were well received, and the recent Heritage Day/Ride and Stride attracted 70 visitors to the Church. Income from the latter to be notified once finalised.

TB

The Harp concert has been postponed to next year. TB has agreed to do a Magic Lantern show on 19 November at 7pm, and this requires volunteers.

BB presented the research undertaken for a new external noticeboard.

The PCC agreed to the proposal for the second board and external notice boards either side of the North door porch entrance. Further details to follow on the use of our logo and wording on the main noticeboard, subject to which expenditure of replacements at £1750+VAT was approved.

BB

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Cornerstone

EC – no major updates since last PCC. Cornerstone occupancy has been low over the summer but has increased in September. SD updated on the foodbank. Client base is changing and growing, last week 54 people fed (119 incl. families). The PCC agreed that the Church would be opened on Friday afternoons 2-4pm, for people to wait for their timeslot at the foodbank.

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Safeguarding

There were no safeguarding matters to report.

LG to review PCC L0 training and advise individuals if any renewed training required.

LG

The meeting ended with The Grace at 9.15pm.