

The Parish of St. John the Evangelist Newbury

Parochial Church Council Meeting held in-person on Thursday 6th June 2024, beginning at 7.30pm

Present:

The Revd. Gary Collins – Chair
David Oats (DO) – Churchwarden
Alison Foulkes (AF) – Churchwarden
Simon Brown (SB) – PCC Secretary
Kim Slade (KS) – Hon. Treasurer

Also in attendance:

Melanie Brown (MAB), Christopher Sears (CS), Andrew Kingston (AK), Margaret Baker (MB), Jeremy Wright (JW), Aeron Slade (AS), Andy Grace (AG)

1	Opening Poem & Welcome		
2	Apologies for Absence & Any Other Business Stephen Kerry (SK)		
3	Correspondence: None received.		
4	Minutes of the previous meeting held on Thursday 21 st March 2024. The minutes were approved by the PCC with AG proposing & AK seconding.		
5	Matters Arising from Previous Minutes. Orange Hymn Books – MB asked whether we had enough orange hymn books - DO updated we have 100 Orange books and 200 Green, Revd Gary asked DO to check. Revd Gary updated that we have trialled handing out hymn books but will probably revert to the original process. It was confirmed we have enough hymn books overall. Choir Music – We need a few more books of anthem music, Christopher will progress purchasing.		
6	Positive feedback since last PCC Revd Gary has highlighted he has had positive feedback from new people and that they have been and felt welcomed. KS updated that there seem to be rather more babies in church now. Revd Gary also observed that the 8.30 service is younger also. AG observed that the 8.30 is blossoming. AS suggested that we don't change too much. AS suggested, we could increase the size of the play area, to enable babies to lie down and offer baby-based toys. Revd Gary updated that Easter services went very well, and CS was thanked for Easter, Pentecost and Corpus Christie. Last Sunday we had 60 in church for the 10:30 service which is encouraging. Revd Gary updated that we would combine services for the Patronal Services and hold one service at 10:00am. Revd Gary thanked the PCC for asking questions.		
7	Safeguarding update. No safeguarding issues. DO updated that SK sent a update on background to DBS checks, SB will recirculate. Revd Gary will re-issue the Safeguarding Policy for signing.		
8	H&S update. Food Safety requirements are for Food Hygiene at Level 1 and then aim for Level 2. AS updated that that Food Hygiene certificates are only compulsory for premises selling food. AS will co-ordinate online check which negates the need to have a kitchen inspection. AF stated that the soup kitchen chefs recommended food hygiene certification. Revd Gary confirmed that anyone serving food should be certified. AF confirmed the soup is prepared off-site and tends to be vegan which avoids some of the allergens. MB updated that the foliage at the entrance should be trimmed. what is required and how much.		
9	How St Johns PCC operates. Revd Gary introduced the code of conduct for the PCC. He asked if anyone had any observations. CS suggested a meeting time limit to 9pm. JW would appreciate the papers coming out 7 days in advance. The PCC approved the code of conduct.		
10	Greening declaration. Revd Gary stated he wishes for us to have basic policies in place. Revd Gary felt that we should simply add to a series of policies a specific Greening Policy. CS responded that this seemed an		

	appropriate way forward. AF asked whether we should be in line with the other churches in our team. MAB sought clarification that it is likely to be policy driven (and what we are doing) rather than a declaration. AF suggested we need to see the policy and can then review. Revd Gary agreed.		
11	<p>Financials</p> <p>Financials have been sent out. We are running a £12k deficit so far this year and are covering this with a legacy drawdown (so far £5k drawn down, more likely to be drawn down soon). iCap fund raising has been going well. KS updated that in some areas we are not seeing the income quite in line with expectations. She thanked the PCC for approving moving to the Parish Giving Scheme, this provides improved Gift Aid cashflow. KS updated she has found the process of signing up for the PGS online straightforward. Essential running costs on Good Exchange is set up for 24/25 and matched funding approved. A draft flyer covering the different ways in which people can give is in preparation. MB suggested promoting the areas where we can get match funding. KS agreed, and she believes that Revd Gary has the link on the weekly email. MB updated the PCC that the website is not easy to use. Revd Gary thanked KS for her efforts.</p>		
12	<p>Deanery Update – AS updated on the last Deanery Meeting. There is a vacancy for treasurer and secretary, so spread the word. Revd Gary updated that there was a presentation regarding Children and Families. The church recognise that they may have lost a generation, and the focus is very much on how we can attract young people to church. JW suggested the focus needs to be on individual actions that will result in higher attendance. AF updated that the theme of the Children & Young Peoples Workshop, forging connections between church and school which we already have, our children are younger though. Revd Gary updated that the Area Dean has moved to France and we have an interim.</p>		
13	<p>Vicar Update – Revd Gary updated that it feels that we have been moving fast. The Snowflake project has started. Father William has taken some Tuesday Services. Leanne starts with us in three weeks' time, and Revd Gary asked us to liaise with AF to organise food so we can welcome her. Her ordination is the 29th of June in Christchurch, with her first service being the 30th June. Revd Gary asked us all to support and encourage Leanne in her appointment. KS asked where we were with setting up a process for her stipend. DO reminded that we agreed to cover the stipend (pro rata as part time) Revd Gary will discuss with BB.</p>		
14	<p>iCAP Project – DO updated its going well. The plumbers have diverted the underfloor heating to provide heating in the ramp area. The builders will return to lay the ramp and re-lay the slabs. JW asked for feedback on the state of the pipework. DO confirmed its in good condition. Revd Gary updated they are concerned about what is coming out of the boiler into the pipework. AK tabled the latest financials to the PCC. Total spend is approx. £43.7k and total funds available is approx. £65k. So we have approx. £22k left to spend on the rest of the project, so we are in the process of refreshing the quotes for the porch, foundations and lighting. He estimates we need approx. £50k to finish the project, and we need to complete the work by the end of January next year, otherwise we need to re-apply for faculty. The PCC may need be asked for a loan to complete the work, to help fund the project to meet the timescales. CS asked how long would fundraising take? AK updated we may get some additional funding from legacies. AS updated, we are getting rejections through from several agencies. Greenham Common Trust have confirmed matched funding only. Berkshire Historic Church Trust provide funding, but on completion of the work. There will be a VAT refund, so the additional funding may be less. MB, CS and AG supported providing the funds. JW reminded that iCAP would be self-funding and would not come out of church funds. AK reminded that it was that the KG legacy was not to be used. CS reminded we need to do it before November. JW asked why would be a problem with getting an extension to the faculty. AF requested we get the work done as its been going on for so long. KS updated that the PCC has already loaned iCAP £8k which has not been repaid. JW understood that the first fundraised funds that would come in were to pay the PCC back. SB stated that realistically the PCC is being asked to fund it, AF updated that it was hoped that people may generate some funds now they have seen the work starting. AS confirmed, we have raised a sizeable amount of over £67k already. AS</p>		

	suggested that the PCC donates enabling match funding to £8k, then the GCT may be inclined to support with some funding. The cake sale raised £342. Cake sales and raffles are still raising funds.		
15	Boiler update – DO updated we expect to hear this month regarding quotes. DO also updated we expect to hear from Church House regarding demonstrator church status. Organ – CS has asked for a further quote for the work but updated that having £20k next year may be the way forward.		
16	BB Sabbatical – Revd Gary updated on her plans.		
19	School connection – Revd Gary updated that the St Johns school connection is doing well.		
20	Any Other Business: No Other business.		

Closing Benediction (meeting closed at 21:15)

Date & time of next meetings:

09/07/24 (Tues) Standing Committee Meeting - Zoom

25/07/24 (Thurs) Changed Parochial Church Council Meeting - Church, Upper Room