

**DRAFT – SUBJECT TO APPROVAL AT THE FEBRUARY MEETING**

**PARISH OF SANDERSTEAD**

**PAROCHIAL CHURCH COUNCIL**

**MINUTES OF A MEETING HELD ON 29<sup>TH</sup> NOVEMBER 2016**

**AT ST ANTONY'S CHURCH**

**Present:** Canon Martin Greenfield (Chair for Items 16/54-58) (MG), Neville Henderson (Chair for Items 16/51-53 and 16/59-64) (NH), Rev. Susan Atkinson-Jones (SA-J), Rev. Jeremy Groombridge (JG), Clive Christensen (CC), Tim Crump (TC), Lynne Davison (LD), Jeremy Dearden (JD), Piers Hubbard (PH), Sylvia Keats (SK), Rosemary Kempell (RK), Gill Pates (GP), David Prothero (DP), Michael Rowland (MR), Grant Shapland (GS), Barbara Webster-Dudley (BW-D), Chris Babbs (CB) (secretary)

**Guest (Item 16/59):** Corrie Hibberd (CH)

**Apologies:** Fr Grant Cohen, Bala Balachandran, Indrani Balachandran, Peter Banks, Veronica de Grasse-Grant, Linda Etheridge, Gill Hanson, Janet Heath, Maria Linford, Debbie Rastall, Julia Rider, Marc Smith, Susan Thomas, Richard Wragg

**16/51 OPENING BIBLE READING AND PRAYER**

JD read from Psalm 95 and SA-J then led us in prayer.

**16/52 NOTICE OF AOB ITEMS**

Two items were identified:

- Scaffolding tower and trailer;
- Response to refugee Crisis.

**16/53 MINUTES OF THE MEETING HELD ON 22<sup>ND</sup> SEPTEMBER**

The minutes were agreed as a true record. There were no Matters Arising which would not be covered by the substantive agenda.

**16/54 TEAM RECTOR'S NOTICES**

MG covered the following:

- ADVENTure would begin on 1<sup>st</sup> December and venues this year would include Sanderstead Waitrose. Further leaflets and posters were available if required.
- St Mary's Christmas Tree Festival would be on 10<sup>th</sup> December from 2pm to 6pm.
- Churches Together in Sanderstead (CTIS) would be running an Alpha Course from 17<sup>th</sup> January 2017 at 7.30pm in Sanderstead Methodist Church.

- There would be a CTIS service as part of the Week of Prayer for Christian Unity on 22<sup>nd</sup> January at 4pm in Sanderstead United Reformed Church.
- 2017 would mark the 500<sup>th</sup> anniversary of the start of the Reformation; material would be available from Churches Together in Britain and Ireland.
- Lent activities would include house groups run by St Edmund's and St Mary's; the URC house groups could possibly join us; Lyn Thomas, the secretary of CTIS, would be happy to co-ordinate if given the relevant information.
- A reminder would be sent out early in the New Year about booking for the Churches Weekend in March 2018. If we were able to make a firm booking by the end of March 2017, we would be charged at 2017 prices.
- Material about the Giving for Life material should have been sent to all churches, for consideration by DCCs. As there was some doubt as to whether all churches had in fact received it, electronic copies would be circulated with the minutes. **ACTION:CB**

### **16/55 WORKPLACE PENSIONS**

JD reported that all qualifying employees had been contacted. The two who were due to be automatically enrolled had not decided to opt out; there had also been one opt-in. Other employees had chosen not to join the scheme. The payroll arrangements were in hand, so that contributions would be made with effect from November salaries, as was required. PCC offered very many thanks to JD for all his excellent work on this issue.

### **16/56 PCC TREASURER**

#### **(A) UPDATE**

CB reported that the various internal advertisements and articles had not produced a volunteer. No guidance had been forthcoming from the diocese. Consequently he had made an attempt at a person specification/job description which could form the basis of an approach to find someone to fulfil the role on a paid basis. However, he was struggling to find a way into the relevant professional circles. It was suggested that the websites of ACA (which had a Croydon group), ACCA and the Institute of Book-Keepers would be a good start. JG had, as requested, approached his contact at Emmanuel, South Croydon, in case there was anyone there interested in serving in this way; he had received an acknowledgement and a promise of a substantive reply.

#### **(B) ACTION**

The "paid" option would be pursued in parallel with continued efforts to find a volunteer, from Emmanuel or from other churches in the deanery, which should be approached. The PCC Officers were authorised to make an appointment at a cost, should a commercial arrangement be necessary, not exceeding £2,000 per year. Should commercial bids exceed that figure, the matter should be referred to PCC standing Committee.

### **16/57 2016 ACCOUNTS**

CC recalled that, following a change in charity audit requirements, the APCM had agreed that our Independent Examiner, Peter Saltiel (who would also do the consolidation of the accounts this year) should be appointed to sign off the accounts. However, as there had been some delay in Mr Saltiel obtaining the necessary clearances under the anti-money laundering regulations (because he was based in France), the September PCC agreed that our previous auditors, MHA Macintyre Hudson (who had taken over our former audit firm, Bloomer Heaven), to sign off the 2016 accounts. However, the firm had now informed us that the internal rules of the combined firm now meant that they could not rely on the work of Mr Saltiel, as had been the previous practice, and would have to do all the detailed examination themselves – obviously at significant higher cost. However, CC was pleased to be able to report that Mr Saltiel had been able to arrange for a UK based accountancy firm with the appropriate clearances to provide the final sign-off of the accounts, if his own clearance did not come through in time. He recommended this approach to PCC which endorsed it unanimously.

## **16/58 PASTORAL STRUCTURES**

### **(A) TEAM RECTOR'S STATEMENT**

MG made the following statement:

Following the retirement of Rev Christine Spurway, the Bishop of Croydon approached Grant Cohen and invited him to become priest in charge of St James's Church, Riddlesdown. St Mary's DCC and St James's PCC agreed, and Grant was licensed by the Bishop on Wednesday 23 November. Grant now has pastoral oversight of both churches. CONGRATULATIONS.

Clearly this will raise questions about the Sanderstead Team in the future.

*St James could decide they wish to join the Team – or not.*

*St Mary's could decide to remain within the Team – or to leave.*

Sanderstead PCC cannot deal with these questions. They are for St James and St Mary's to decide.

However, IF St Mary's should decide to leave the Team, what then?

St Mary's DCC will meet on 10 January in the new year. If they deal with the question and decide their best next step is to leave the Sanderstead Team, then their decision will be put to this PCC on Wed 15 February for agreement.

The Archdeacon and I have had a conversation about what *may* happen. The most important thing to say is that neither he nor the bishop nor I have any pre-determined agenda.

However, the Archdeacon wishes to support the churches fully.

So here is a possible (and tentative) timeline:

- PCC meeting on 15 February.
- We arrange for after Easter, a special meeting of All Saints, St Edmund's and St Antony's DCCs with the Archdeacon. This would be a preliminary meeting to hear

what the outline possibilities are. The Archdeacon and I agree that we will not seek to dismantle the Team Legal Structure until the churches have decided what will be best for the future mission and ministry of the churches.

- Then perhaps arrange a second meeting of the three DCCs, maybe with a trained facilitator to look at a way forward for mission and ministry.
- In the meantime, the ministry and mission of the three churches will continue as usual.

This meeting may want to ask questions or express opinions. However, the ball is in the court of St James's and St Mary's churches.

### **(B) COMMENTS FROM PCC**

The following comments were made:

- How would things work if St James's were to decide to join the Sanderstead Team? This would need to be a matter for discussion with the Archdeacon.
- It was confirmed that the role of Sanderstead PCC would be purely to endorse formally the decision of St Mary's DCC.
- There was a case for taking a wider strategic view on a Deanery-wide basis. Possibly the Deanery Pastoral Working Group could be reformed.

## **16/59 PARISH WEBSITE**

### **(A) UPDATE**

CH spoke to the paper which had been circulated following the presentation of the new website design to the PCC MAP Group. She noted that there had been a few problems this week, with the current version disappearing, but these had been resolved by her son Nick, from Australia. The key need for the new site now was welcome messages and other information about St Antony's, St Edmund's and St Mary's. Launch was now more likely to be in the New Year, rather than by Christmas. 50% of "hits" on the site were now from mobile devices, so the design was intended to be more "mobile-friendly" with fewer, longer pages. More comments on the detail of the design would be very welcome; access to the development site was available from CH or CB. On behalf of PCC, NH thanked CH very much for all her work on the new design.

### **(B) ACTIONS/DECISIONS**

- PCC endorsed the paper (with correction of one typographical error!) and its recommendations, particularly the thanks to all concerned.
- Since a deadline was always helpful in setting priorities, St Antony's, St Edmund's and St Mary's should provide the required material for the new site by 20<sup>th</sup> December. **ACTION: TEAM VICARS AND DCC OFFICERS.**
- CH was given contingent authority to spend up to an additional £150 per year, if she judged it necessary to obtain a more reliable service (currently the site is on a free platform which does not quite guarantee 24/7 availability).

*[Secretary's Note: There have been further issues with the current website, to the extent that it is more efficient, in terms of use of resources, to launch the new website as soon as possible. Churches were therefore requested on 5<sup>th</sup> December to provide the required*

welcome messages, and as much other information as possible, as soon as they possibly can]

## **16/60 CLERGY HOUSING, BUILDINGS AND PROPERTY ISSUES**

### **(A) ST ANTONY'S VICARAGE**

SA-J rehearsed the sorry story of the multiple problems at St Antony's and the delays in taking any effective action to deal with them. However, some recent actions had now been taken to deal with the effects of the burst water tank in the loft, to install temporary work surfaces in the kitchen, and to repair/replace WCs. There was, however, more work to be done on the heating system, kitchen and restoration generally. The work which had been done had started at the point at which a letter had been drafted, expressing PCC's deep concern about the situation. This letter was now being held in abeyance but would be revived and revised if necessary. GP suggested that, once everything was settled, it would be also useful to write up all that had occurred as a case study, to be sent perhaps to the Archdeacon. PCC felt that this would be a good idea, subject to SA-J's agreement at the time. **ACTION: CB (to raise the issue with SA-J at the appropriate time).**

### **(B) RECTORY**

Unfortunately, it now appeared that the move to the new Rectory would not take place until after Christmas.

### **(C) ST EDMUND'S**

The key problem remained the roof of the William Goddard Room, which had suffered further water ingress in the recent heavy rain. There were some ideas as to the cause, but the need was to get a definitive view from appropriate specialists before significant spend was incurred on repair.

### **(D) ST ANTONY'S**

The acoustics issue was on-going. The faculty was the subject of dialogue between Ecclesiastical Insurance and the Chancellor of the Diocese.

### **(E) ALL SAINTS'**

The building work continued. Unfortunately the recent poor weather had meant that the scaffolding would not be removed until after Christmas.

### **(F) ST MARY'S**

The hall project was on-going; firm dates had yet to be determined. Routine maintenance continued.

## **16/61 DEVOLUTION OF 2017 PAROCHIAL FEES AND PAY REVIEW TO STANDING COMMITTEE**

PCC agreed that, in accordance with standing practice, the issue of endorsing DCC decisions on the locally determined elements of wedding and funeral fees for 2017, and the 1/1/17 pay review, should be devolved to Standing Committee. **ACTION CB (to initiate the processes).**

## **16/62 DCC AND SYNOD MINUTES**

PCC noted with approval the following DCC minutes, and also those of a recent meeting of Deanery Synod;

- St Antony's & St Edmund's joint meeting 7/11/16
- St Edmund's 10/10/16
- All Saints' 9/11/16
- St Mary's 10/5/16, 14/7/16
- Deanery Synod 15/11/16.

## **16/63 AOB**

### **(A) SCAFFOLDING TOWER AND TRAILER**

The tower and trailer had been disposed of by the All Saints' churchwardens to the contractor currently on site. After some research and negotiation, the price was £350. One issue about continued use of the tower was that no safety documentation had been identified. Unfortunately, the sale had been completed in ignorance of the fact that the tower and trailer had actually been purchased on a parish basis in 2005. The price had been £3,000, divided equally between the churches. There had been some concern that the tower was used for the annual pantomime, but TC, as a member of Sanderstead Dramatic Club was able to clarify that this was not the case: the Club always hired in its own equipment. There were two options available:

- To accept the situation and not expend any more effort on it;
- To explore whether it would be possible to reverse the sale, or at least test further whether £350 was a fair price.

After discussion the balance of view within PCC was that the second option should be attempted. How the needs served by the tower could otherwise be met should also be considered, if reversal of the sale were not possible. **ACTION: MG**

If the sale could not be reversed, any proceeds should be divided equally between the churches. **ACTION: All Saints' Treasurer**

To prevent further cases of this nature, it would be useful to have a more widely available inventory of parish assets. **ACTION: CB**

### **(B) RESPONSE TO THE REFUGEE CRISIS**

JG spoke about the response to the refugee crisis, which had already been covered in the November All Saints' Newsletter. The congregations within the Team already did much to support refugees financially, particularly the Croydon Refugee Centre. The issue was whether we could do more than that, for example if the current Rectory became vacant for a period. Some local soundings had produced mainly positive responses, with some against. The issue had been raised with Bishop Jonathan and the Archdeacon, who had suggested exploring the possibilities with the diocesan Social Justice team. The idea certainly chimed with other initiatives around the diocese, involving vacant church properties. Locally, Rev Len Abrams of St Mark's and St Swithun's had provided temporary accommodation for two refugee families in succession. Such activities did cost money – estimated at about £5,000 initially per family. Training was available. PCC members were asked to reflect on the idea and let JG have their reactions.

**16/64 PRAYER, GRACE AND CLOSE**

There being no further business, the meeting ended with prayer and The Grace.

**NEXT MEETING 15/2/17 AT ST MARY'S**

CJB 8/12/16