

St George-in-the-East Parochial Church Council

Held via Zoom on Thursday 19 November 2020 at 730pm

Attendance: Louise Barling; Tricia Bing ;Alan Dorji; Jane Earl; Rob Hayward; Francelise Mamilonne (Churchwarden); Claire Moll; Annadale Ramanoop (Churchwarden); Revd Richard Springer (Rector, Chair),

Apologies for absence were received from Fr Angus Ritchie, Fr Josh Harris, and Phil Hogan and Shermara Fletcher

1. Welcome and introductions

The meeting opened with prayer led by Richard Springer

2. Minutes of the meeting held on 28 June 2020

The minutes of the meeting had been circulated and were shared at the meeting. The minutes were agreed as a correct record.

3. Matters arising

The following issues were discussed: –

- The drawdown reserves agreed in January had now taken place and it was noted that any future request will be made before the end of the financial year, for consideration by the PCC
- In response to a question about capital gains tax, Rob agreed to seek an updated form of advice Action RH
- Katie Purser, who was appointed to the role agreed in February is now Katie Peel following her marriage
- The advice on holding APCM's by zoom referred to in the minutes had been superseded by advice from the Bishop, and therefore our APCM had been held in October.

4. Appointment of PCC secretary and Safeguarding Officer

Richard Springer proposed, and Tricia Bing seconded the proposal that Jane Earl was appointed as PCC secretary. This was agreed unanimously.

Richard Springer reported that Claire Deegan was prepared to continue as a safeguarding officer. Given her role in the workplace she had an excellent range of skills to carry out this important job. The PCC noted this appointment, and that safeguarding would be a standing item on all future PCC agendas. Action JE

5. Administration matters

The PCC noted the schedule for meeting dates over the next 14 months, and AGREED that PCC meetings should commence at **7:30 pm**, with the aim of ensuring that they last for no more than one hour. Richard Springer drew to the meeting's attention the idea of a theme for a particular issue for each meeting, and noted that we would need consider further themes for the period after April 2021.

6. Draft budget and financial matters

Reports setting out a draft budget for the next year, together with notes about proposed changes from the current year's budget had been circulated in advance of the meeting.

The clarity of the presentation and the work which had gone into preparing the budgets was welcomed. However, it was also noted that the budgets at this stage did not balance completely, and that there was further work to be done on a number of the expenditure lines in order to see whether there were any further savings to be made.

The paper also contained proposals for staffing for administration within the church. The proposals built on enhancing the temporary appointment of Katie and the new role for Fiona, and also proposed to appoint a 12 hour per week administrator post at London Living wage. The impact of these changes provided greater clarity about roles, and were also at a lower total cost than the structures in previous years.

In discussion, the following points were raised: –

- The need to look at how to increase Congregational giving, and to put structures in place to do this.
- Recognition that giving is part of our contribution to the Christian life
- The need to explore giving by card, and by having a donate button on the website
- Particular need to ensure that anyone who wants to give gets a speedy response, and that we make it as easy as possible
- The fact that the new admin structures would give us better control over what was being spent and over value for money. It was noted in particular that there might be savings to be made in the utility bills, and that there might be some refund due to the church, as a result of the work which Oliver Kenny has done
- The need to continue to review the level of income from the flats and the crypt
- That there would be some performance targets agreed for all the roles
- That the potential of using these roles to streamline communications within the church should be noted

The meeting AGREED

1. to note the budget as presented at this stage, and that a further version would be circulated in the next couple of weeks to update some of the figures.
2. that the use of Church property would be a major issue for debate at PCC in early 2021
3. to ask Katie to look at what systems we have we could do to increase giving and make cashless giving easier. Action KP
4. to note the proposal for the East Minster project and the funding bids which were underway

7. Follow-up to APCM

The meeting noted the draft minutes of the recent APCM, and the follow up action needed. Although the minutes would not be formally approved until the next APCM, it was noted that there were a number of matters which would be acted on. These included

- The establishment of a Standing Committee which would meet monthly in advance of the full PCC, to consist of Richard and Alanna as clergy, Francalise and Annadale as churchwardens and Jane and Rob. This proposal was approved.
- The need to find a volunteer to work with the Rector on the updating of the Electoral Roll. This is a specific and time limited role from January to the APCM.
- Work to begin on reviewing and revising the Parish Vision in spring 2021, by which time it will be 5 years old
- An update for the congregation on the Lay community history and plans for the future – agreed that Jane Earl and Claire Moll would produce a first draft

8. Date of next meeting

Thursday 17 December at 7.30 pm

The meeting closed with prayer at 8.40pm