

## **Parish of St.Peter, Bengeworth**

### **Minutes of the meeting of the PCC held on Monday 15<sup>th</sup> January 2024 at 7pm in the church.**

Present: Andy Smith (Chair), Steve Bramley, Tim Clack, Sandra Cockram, Simon Cooper,  
Kimberley Gunn, Jane Richards.

There were apologies of absence for Simon Browning and Dave Cockram.

#### **Declaration of Interest and AOB:**

None.

#### **Matters Arising from the minutes:**

None.

#### **Approval of the Minutes of the last meeting:**

- Approval proposed by Jane Richards, seconded by Tim Clack and all voted in favour.

#### **Update from the Standing Committee:**

- Tim Clack informed the PCC that the full final payment of the ministry share for 2023 has now been paid.

#### **Vicar's Report:**

- Rev Andy Smith had a conversation with the PCC regarding his current workload and ongoing projects, including those discussed later in this meeting, church services, events, and the YouNite Youth Group. The PCC enquired after Andy's general wellbeing and asked him to ensure he is taking regular rest days, and to delegate work where possible.

### **Youth and Children's Worker Bid:**

- Tim Clack informed the PCC that the John Martin Charitable Trust cannot assist with additional funding for this role due to the yearly amount already provided to St Peter's Church. However, Tim will confirm with the charity that funds already received can be used towards the wages of the Youth and Children's Worker. (As one of the main aims of the charity is the propagation of the Christian Gospel, using funds to pay for a youth and children's worker salary is in keeping with their objectives). The amount received by St Peter's from the John Martin Trust has increased this year due to successful investments.
- The Healthier Churches Diocese Fund could also provide **up to 70%** of the costs if a bid is successful.
- Tim Clack has assessed the current church finances to see if the church could afford to partially supplement the cost of a Youth and Children's Worker. A finance spreadsheet was provided to the PCC and a more detailed breakdown will be provided soon.
- Rev Andy Smith asked the PCC for their decision on the appointment of Youth and Children's Worker. This would approximately be 70% Healthier Churches funding (if successful) and 30% church funded.
- The PCC approved this proposal (in principle) if funding is successful and the John Martin Charitable Trust funds can also be used towards funding the position. Simon Cooper proposed, Jane Richards seconded, and all voted in favour.

### Three Strategic Priorities -

- A conversation about the three strategic priorities took place and it was agreed that Simon, Andy, and Jane would meet outside of the PCC meeting to compile this.

## **Staffing Matters:**

### Staff Salary Review –

- The national minimum wage (national living wage) is increasing in April 2024. After discussion, the PCC agreed to increase the wages of the Ministry Coordinator, Kimberley Gunn by 12% from the 1<sup>st</sup> February 2024 to reflect this increase and general performance.

### Church Cleaning –

- Andy briefed PCC on the ongoing issues with the church cleaning. Rev Andy Smith thanked Dave Cockram and Steve Bramley for their support and assistance during this matter and attendance at staff meetings.
- St Peter's church does not currently have an employed cleaner after the resignation of the previous employee. The employee had been invited to a disciplinary meeting after repeated performance concerns, but chose to resign rather than attend.
- Andy thanked Julissa and Simon Cooper for their voluntary cleaning work at the church in the interim.
- The PCC will be provided with quotes from external cleaning companies to see if this is viable alternative going forwards.

## **Finance Report:**

- Tim Clack is continuing to update and reorganise the St Peter's accounts. After the recent handover from the previous treasurer, it was discovered there were some discrepancies in the recording of figures (due to spreadsheet errors) which needed amending.

- The PCC were informed that the St Peter's Church finances have increased overall in 2023 and the Parish Giving Scheme uptake has also improved.
- A copy of the current finance sheet was provided to PCC members. Tim updated the PCC that a full finance report will be ready to send to the auditors by the end of January 2024.

### **Committee reports:**

#### Buildings –

- The church spire wrapping project has been put on hold indefinitely. Costs are increasing, and this will not ultimately prevent any major structural failings. Rev Andy Smith will speak with the church insurers to provide an update and ensure the church is meeting their requirements.
- The previous church spire survey had a larger margin of error than expected. A more accurate survey was recommended to assess spire movement which would cost approximately £6000.

#### Church Carpet Update –

- Rev Andy Smith suggested the PCC proceed with the quote to replace church carpeting from Bradfords. This local company has a positive reputation for both good quality fitting and products.
- The PCC assessed the available carpet colour options and selected a neutral wool/synthetic twist mix.
- The John Martin Charitable Trust has approved the 'Special Project Fund' grant provided to St Peter's for use on carpeting.

### **Church House Committee Report:**

The PCC were updated on committee members as below:

- Rev Andy Smith is the current acting Chair.
- At approval from the PCC, Hannah Piff will be taking on the treasurer role for Church House.
- Steve Humphries will be involved in a casual capacity as a general caretaker for the building (unlocking/locking the hall and helping with minor repairs).
- Amanda Taylor (Mandy) has volunteered to help with grant funding bid applications.
- The PCC approved the appointments of Amanda Taylor and Hannah Piff onto the Church House Committee. Proposal by Sandra Cockram, seconded by Steve Bramley and all voted in favour (with one abstention from Tim Clack).

**Date of APCM:**

The APCM will be held on Sunday 21<sup>st</sup> April 2024.

**Safeguarding & Health & Safety Report:**

Nothing to report.

**AOB:**

The church received an invoice for lawn mowing of approximately £2000 for 2023. It was noted by several people that the lawn was not cut as often as agreed and Rev Andy Smith will discuss this with the gardener.

**Correspondence:**

None.

**Date of next meeting:** Monday 18<sup>th</sup> March 2024.