**PARISH OF ST PETER’S, COLCHESTER**

**Minutes of the Meeting of the Parochial Church Council**

**held on Tuesday 2nd May 2023**

Chairman: Revd Mark Wallace

1. **OPENING BIBLE READING & PRAYER**

The Vicar opened the meeting with the Bible reading from Jeremiah 6:16 and with prayer.

1. **APOLOGIES**

See Appendix 1.

1. **MINUTES OF THE MEETING HELD ON MONDAY 6th MARCH 2023**
2. The previous Minutes were approved *nem con* and signed by the Vicar.
3. See §10 from the previous Minutes. The transfer of Mr Paul Larkin’s role as Authorised Pastoral Assistant from Greenstead to St Peter’s is on hold until Paul’s health improves. The hope is to then hold a commissioning service.
4. **SHORT REPORTS**

Various matters and proposals in the reports were addressed.

Proposal: that the PCC pauses to carefully consider the next steps following the departure of Mrs Lizzie Wallace as Children’s and Youth Worker, without automatically assuming that the PCC should seek a like-for-like replacement as that employee.

Result: No formal decision made at this meeting.

Proposal: that the PCC considers commissioning a small group to review all areas of compliance, following concerns raised in areas such as data protection, employment practice and risk assessment.

Result: No formal decision made at this meeting.

Proposal: to amend the external noticeboard to reflect that the approval has now been granted to dissolve the joint benefice, and to reflect the start time of the Sunday services.

Result: that Mrs Wendy Whitfield actions the amendments to the external noticeboard.

Tower Clock: an estimate of work costs for repairing the clock which has now stopped working had been received verbally since the time of writing of the short reports.

Proposal: that Mrs Wendy Whitfield with Mr Alan Gray ask for a written quote; that Mrs Bernice Watts makes enquiries to the City Council for S106 contributions, and that Dr Mick and Mrs Anne Kavanagh assist in exploring ways of funding the repair work.

Result: All in favour. This matter is to be revisited by the PCC at the July meeting.

1. **SPOTLIGHT REPORT: FINANCE**

Proposal: that we do not hold a traditional Gift Day at the church Patronal Festival this year, on top of the Churchwardens’ appeal in February 2023. Should any financial input be included, the Treasurer would suggest encouraging church members to consider:

a) setting up a standing order, if they do not already have one.

b) signing a Gift Aid declaration (if they qualify) to enable the church to recover the tax paid on their donations.

Result: All in favour.

Proposal: that the PCC determines the Vicar’s status in relation to the CIO (Charitable Incorporated Organisation) as either an employee or as an office-holder in order to enable the Vicar to continue to work at St Peter’s full-time for the next two years, at least.

The Vicar stepped out of the meeting while the rest of the PCC discussed the proposal. Mr Richard Lawn chaired the meeting until the proposal had been discussed and until the Vicar returned.

Result: that Mr Richard Lawn seeks information from the external advisor whether or not it would be necessary for the new CIO to create a new office in order to employ an office-holder. If so, the PCC agreed that the CIO would proceed to appoint Rev Mark Wallace as office-holder rather than employee.

The PCC also asked Mr Richard Lawn to enquire about the implications if St Peter’s was to leave the Church of England.

1. **THE REDEVELOPMENT PROJECT**
2. The Vicar gave an update on the progress so far. The work is going ahead according to schedule. The repositioning of the font is still to be decided. The question on how best to dispose of the pews that have been taken out remains. The PCC is willing to consider donating the pews if they cannot be sold.
3. There is £194,351.58 left to spend from the redevelopment fund. Before we seek a loan from the Diocese, the PCC awaits results from fundraising applications which are overseen by Mrs Anne and Dr Mick Kavanagh.
4. The PCC favours remaining in church on Sunday mornings for the time being, rather than relocating elsewhere.
5. **ARRANGEMENTS FOR THE ANNUAL CHURCH MEETINGS (SATURDAY 20TH MAY, 10am)**
6. The PCC delegates to the Standing Committee of approval of the revised Electoral Roll.
7. The vacancies for election at the AMP & APCM are as follows: 1 Churchwarden, 2 Deanery Synod Representatives and 3 PCC members.
8. The PCC delegates to the Standing Committee of approval of the Annual Report.
9. The 2022 accounts have been approved by our Independent Examiner, Mr Peter Wigglesworth.

Proposal: that the PCC approves the accounts prior to the annual meeting.

Result: All in favour.

1. **CORRESPONDENCE**

None.

1. **AOB**

None.

1. **DATE OF NEXT MEETING**

The next PCC meeting is planned for Monday 3rd July 2023, with the addition of a short PCC meeting immediately after the Annual Church Meetings on Saturday 20th May 2023.

1. **CLOSING PRAYER**

The meeting was closed with prayer.

**APPENDIX 1**

Mr Ed Bradley present

Mr Duncan Breckels present

Dr Matt Cox present

Mr Trevor Froude present

Mr Tim Hearn absent

Mrs Anne Kavanagh present

Dr Mick Kavanagh present

Mr Richard Lawn present

Mrs Val Morris apologies

Mrs Clare Reid present

Revd Mark Wallace present

Mrs Bernice Watts present

Dr Dan Watts present

Mrs Wendy Whitfield present