

PARISH OF ST PETER'S, COLCHESTER

Minutes of the Meeting of the Parochial Church Council held on Monday, November 6, 2023

Chairman: Rev'd Mark Wallace

1. Opening Bible Reading & Prayer

The meeting opened with a reading from I Timothy, and prayer.

2. Apologies

Clare Reid; Dan Watts / See Appendix I

3. Declaration of conflicts of interest

None

4. Minutes of the previous meeting (September 4)

a. The previous Minutes were approved and signed by the Vicar.

b. Matters arising

Neither the manhole nor the Parachute Regiment flag request has reached a conclusion.

Action: Mark Wallace to pursue the flag query.

The reredos has been measured up; Mark Wallace is to meet James soon.

Bernice's new working arrangements are working out OK and being kept under review.

5. Short Reports

a. Vicar's Report

Mark Wallace has recently received confirmation that food hygiene certificates are not needed for all who volunteer in the kitchen. **Action: Mark to approach a few people to undertake training (online course, £10).**

Wendy Whitfield noted that the Fire Strategy requires us to complete a Risk Assessment; Mark noted that Risk Management includes the completion of a Risk Assessment.

Anne Kavanagh offered feedback on the recent family services. Mark coped well during the second service, which unfortunately saw very few children. Families may feel less inclined to attend if they feel they cannot control their children during the service, although this is not really expected. Perhaps the setting, compared with Messy Church, is relevant. Trevor Froude noted that family services are beneficial for SPK leaders, who are able to have a break. Mark noted that more feedback is welcome.

b. Churchwardens' Report

Wendy Whitfield reported that the church roofs were to be cleared of debris this week.

Regarding the tower clock, no grants are available via the Planning Department. Apparently, one can approach a local councillor, who will have cash for discretionary disbursement.

Action: Mark to inform Wendy of the relevant councillor's name.

Regarding the redevelopment:

- the snagging is complete
- the panel heaters not working has been reported by Richard Lawn

- the dishwasher has been fitted with a new control panel
- the architect's report has been received, the fee has been paid, and discovered bones have been buried in the churchyard
- we have received the fire strategy report; Ben Downie is in contact with Cahill re the work that will need to be carried out
- the manual alarm is working OK, but we need localised sensors (inside and outside the kitchen), as well as the fire doors and emergency lighting

c. Treasurer's Report and Financial Summary

Richard Lawn noted that:

- receipts are below the forecast, due to the lack of a specific gift day plus the purchase of a new photocopier
- the general fund deficit was expected
- the hall fund is still down around £5,000
- the redevelopment budget is around £15,000 short
- the forecast is for a small deficit
- some of the congregation might find the archaeology report interesting

Regarding the hall use by outside groups, Anne Kavanagh suggested that, as Colchester Library is to close temporarily, some groups may welcome an alternative venue for activities.

Action: Anne to email Mark and Bernice. Others noted various online opportunities to advertise available space.

d. Church Manager's Report

In addition to the Age Well East car park being unavailable, the car park opposite the vicarage is to be made more secure and therefore unavailable for church use.

e. Safeguarding Report

Safeguarding Sunday will be on November 26.

f. Synod Report

Mark Wallace noted that having the right person as environmental advocate can help to release funds for, e.g., reducing energy costs. **Action: Mark to raise this with Bernice Watts.**

6. Spotlight discussion: Potential Responses to LLF Proposals from the House of Bishops

Mark Wallace described this as pressing and fundamental. The situation seems to be coming to a head. Relevant events include next week's General Synod and the CDEN meeting (at St Peter's) on November 19. Mark is writing to Bishop Guli and also meeting her imminently. Questions were raised related to: finances (especially with regard to Parish Share); church buildings and property; and how much church attendees know about the situation. **Action: Mark to write a letter to the congregation.**

7. Resolution of support for the CEEC

Although there was a commitment to a review after 4 years, this can be postponed until the January PCC meeting.

8. Building work priorities (tower clock, church hall roof, church hall boiler, church hall flat roof)

The probable costs are:

- tower clock: £5,000-£6,000

- church hall roof: £20,000
- church hall boiler: £3,000-£5,000
- church hall flat roof: £100,000 (i.e., the previous 10-year projection)

9. Sabbatical for Mark Wallace

There is a provisional agreement with the diocese of April 1-June 30.

There is no requirement for a specific project and Mark intends to use the time for rest.

Agreed: That Mark will confirm these dates with the diocese.

10. Correspondence

A letter, to Mark Wallace, from CDDC (Colchester CAP Debt Centre) informing us that they will no longer be working with CAP (Christians Against Poverty), who are under pressure and having to reduce their services. Instead, CDDC will be partnering with CME (Community Money Advice).

A letter, to Mick Kavanagh, of acknowledgement from the Joseph Rank Trust to whom we had applied for redevelopment funds. The Trust allocates most of its funding to self-identified projects, but does also accept applications like ours. The next trustees' meeting is in January.

11. AOB (to be raised with the Chairman before the start of the meeting)

In order to allow the treasurer's papers to accompany other PCC reports, Mick Kavanagh suggested moving PCC meeting dates. **Action: Mick to produce a new set of dates for consideration.**

12. Future meetings

- Full PCC meetings: November 6, January 15, March 4, May 13
- Standing Committee meetings: October 9, December 18, February 12, April 15, June 10
- Annual Church Meetings (AMP & APCM): Wednesday, March 20, 2024

13. Closing Prayers

Appendix I

Mr Ed Bradley	present
Mr Duncan Breckels	present
Mr Trevor Froude	present
Mr John Hartwell	present
Mr Tim Hearn	absent
Mrs Anne Kavanagh	present
Dr Mick Kavanagh	present
Mr Richard Lawn	present
Mrs Val Morris	present
Mr Brian New	present
Mrs Clare Reid	absent
Revd Mark Wallace	present
Dr Dan Watts	absent
Mrs Wendy Whitfield	present