

**PARISH OF SANDERSTEAD**

**PAROCHIAL CHURCH COUNCIL**

**MINUTES OF A MEETING HELD ON 10<sup>th</sup> MAY 2017**

**AT ALL SAINTS' CHURCH**

**Present:** Canon Martin Greenfield (Chair for Items 17/15-18 & 17/22-24), Rosemary Kempself (Chair for Items 17/19-21 & 17/25-28), Rev Susan Atkinson-Jones, Clive Christensen, Tim Crump, Lynne Davison, Veronica de Grasse-Grant, Linda Etheridge, Piers Hubbard, Julia Rider, Michael Rowland, Sue Thomas, Barbara Webster-Dudley, Kevin Wright, Chris Babbs (minutes)

**Apologies:** Fr Grant Cohen, Rev Louise Ellis, Rev Jeremy Groombridge, Indrani Balachandran, Kim Brown, Jeremy Dearden, Sylvia Keats, Ben Laundon, Maria Linford, Gill Pates, Deborah Rastall, Marc Smith, Richard Wragg

**17/15 OPENING BIBLE READING & PRAYER**

Martin read Psalm 134, which we then repeated together, and then led us in Prayer.

**17/16 WELCOME**

Martin welcomed everyone, particularly new members, to the first meeting of the 2017/18 PCC.

**17/17 NOTICE OF AOB ITEMS**

Parish Support Fund material (Chris Babbs)

Parish Directory (Martin Greenfield/Chris Babbs)

Parish Office Cover (Susan Atkinson-Jones)

**17/18 ELECTION OF OFFICERS AND STANDING COMMITTEE**

**(A) Lay Vice-Chair:**

Many thanks were extended to Nevile Henderson who had stood down. Election of Rosemary Kempself was proposed by Sue Thomas, seconded by Piers Hubbard, and agreed unanimously.

**(B) Secretary**

Election of Chris Babbs was proposed by Sue Thomas, seconded by Lynne Davison, and agreed unanimously.

**(C) Treasurer**

Vacancy

**(D) Standing Committee**

Sue Thomas and Tim Crump were prepared to continue to serve. There being no other candidates, Sue & Tim were declared to have been elected to serve on Standing Committee, in addition to the ex officio members (senior clergy, PCC officers & churchwardens).

**17/19 MINUTES OF THE MEETING HELD ON 15/2/17 AND RECORD OF THE "VIRTUAL" MEETING OF STANDING COMMITTEE HELD IN MARCH 2017**

**(A)** The minutes of the February meeting were agreed as a true record and duly signed.

**(B)** PCC approved the record of a "virtual" Standing Committee meeting in March to approve the 2016 accounts. The independent Examiner had since signed off the accounts.

## 17/20 MATTERS ARISING

- (A) **Employee Handbook (17/05):** Carried Forward. **ACTION: Chris Babbs**
- (B) **Church inspections (17/13):** Inspections had all been duly carried out by the Area Dean.

## 17/21 MINUTES OF THE VESTRY/APCM MEETING HELD ON 30<sup>th</sup> APRIL 2017

PCC endorsed the minutes for formal approval at the 2018 Vestry/APCM. There were no matters for PCC action.

## 17/22 TEAM RECTOR'S NOTICES

### (A) Pastoral Structures

Martin said that we were in something of an interim state following St Mary's decision to leave the Team, as the formal process to achieve that remained to be done. He enquired about the effect of St Mary's "sharing" Fr Grant Cohen with St James's, Riddlesdown. The St Mary's representatives present said that there had inevitably been some effect from the movement of St Mary's main service from 10am to 11am, and it did mean that Grant's life was very busy, with particularly tight timings on Sunday morning. There might be scope for some adjustments, following review.

### (B) Working in the Remaining Sanderstead Team

The three DCCs had met with the Archdeacon on 22<sup>nd</sup> March. Ven Chris Skilton had strongly urged us to make structural decisions at the end of a process of reviewing where we were and where we should be heading, in terms of Mission and Ministry in Sanderstead. Susan, Jeremy, Rosemary Kempself and available churchwardens had met to begin this process on 18<sup>th</sup> April, producing very interesting ideas for an "audit" of needs, resources, our identity, the nature of the community & our relationship to it etc. A key issue had been how to relieve pressure on the smaller churches by sharing administrative tasks and resources.

## 17/23 SAFEGUARDING

### (A) Policies

The PCC's role in providing oversight for the DCCs' Safeguarding role was explained. PCC then adopted the policies on Safeguarding of children, of potentially vulnerable adults and for dealing with domestic violence, which had been circulated.

### (B) Mechanism for Oversight

It was agreed that the simplest and most effective method for PCC to exercise its oversight role would be to ask DCC Safeguarding Officers to submit copies of their recently completed self-audits to the next meeting. **ACTION: Chris Babbs**

## 17/24 CLERGY HOUSING, BUILDINGS AND PROPERTY ISSUES

### (A) All Saints' Re-Ordering

The DCC were considering the options following the failure of the Diocesan Advisory Committee to support proposals such as the removal of the pews in the main body of the church. It appeared that the DAC had been heavily influenced by the rejection by the Chancellor of the Diocese of their recommendation in support of a similar proposal at St John's, Waterloo.

### (B) New Rectory

The diocese had suddenly informed Martin on 8<sup>th</sup> May that they had appointed Format Property Development to carry out the required improvements to 53 Glebe Hyrst. He had handed over the keys on 9<sup>th</sup> May.

### (C) St Mary's Vicarage

New double-glazing was being installed, together with necessary works in the garden

**(D) All Saints' Halls**

The DCC had decided to patch worn areas in the car-park, rather than carry out complete re-surfacing. This meant that the cost would be below the level requiring specific PCC approval. It was intended to create an escape ramp from the small hall. Quotations were also being sought for replacement of the windows in the small hall.

**(E) St Antony's**

The acoustics work had been completed and was very satisfactory. All the insurance-funded works had now been completed. The glass in the front door had been replaced but there was a problem with the lock.

**(F) St Edmund's**

The William Goddard Room had so far been weather-proof, following the improvement works. Making good would need to follow a prolonged period of drying out. Quotations for the lighting works were being considered.

**(G) St Mary's**

Works to deal with a leak affecting the organ had been completed (insurance-funded). Clarification of the exact boundary between the land owned by St Mary's and that owned by the diocese had finally been received. This would allow the next stage, a legal agreement with the developer for the new hall and housing, to proceed. To allow matters to be progressed as speedily as possible, devolution to Standing Committee of any PCC authorities which might be required between meetings was proposed by Piers Hubbard, seconded by Veronica de Grasse-Grant, and agreed unanimously.

## **17/25 PCC DATES & VENUES**

The revised list of dates was agreed but Wednesday evenings were not good for use of St Antony's. It was agreed to hold the September meeting at St Edmund's and the February 2018 meeting at St Antony's. The list of meetings up to the 2018 APCM was therefore:

6/9/17 St Edmund's  
4/12/17 St Mary's  
6/2/18 St Antony's  
APCM 22/4/18 All Saints'.

## **17/26 DCC & SYNOD MINUTES**

PCC noted with approval the minutes of the following DCC meetings:

St Antony's 27/2/17  
St Edmund's 7/3/17  
All Saints' 26/4/17.

PCC also noted the minutes of the Deanery Synod meeting on 22/2/17.

## **17/27 ANY OTHER BUSINESS**

**(A) Parish Support Fund Material**

It was confirmed that DCC Secretaries had received sets of the PSF material sent to the PCC Secretary. The PCC set was therefore available for use by DCCs if there had been any distribution problems or more copies of the leaflets were required.

**(B) Parish Directory**

A new edition was in preparation. Anyone needing a copy should contact Alice Price.

**(C) Parish Office Cover**

Paul Shipley, our parish Administrator, would be going on sick leave for some four weeks from 1<sup>st</sup> June. PCC noted the cover arrangements, which were that Alice Price, the Rector's Admin Assistant, would cover some of the work and that Ms Sue Carter, who had helped us

before, was being given a contract for 12 hours' work a week from 7<sup>th</sup> June. This would last some four weeks, the exact duration depending on the date of Paul Shipley's return.

**17/28 GRACE & CLOSE**

There being no further business, the meeting closed with Prayer and the Grace.

**NEXT MEETING: 6/9/17 AT ST EDMUND'S**

CJB 14/5/17