

**DRAFT- SUBJECT TO APPROVAL AT THE NEXT MEETING**

**PARISH OF SANDERSTEAD**

**PAROCHIAL CHURCH COUNCIL**

**MINUTES OF A MEETING HELD ON 15<sup>th</sup> FEBRUARY 2017**

**AT ST MARY's CHURCH**

**Present:** Canon Martin Greenfield (chair for items 17/04-06) (MG), Neville Henderson (chair for items 17/01-03, 17/07-14) (NH), Fr Grant Cohen (GC), Rev Jeremy Groombridge (JG), Bala Balachandran (BB), Indrani Balachandran (IB), Clive Christensen (CC), Lynne Davison (LD), Linda Etheridge (LE), Gill Hanson (GH), Janet Heath (JH), Sylvia Keats (SK), Rosemary Kempsell (RK), Maria Linford (ML), Gill Pates (GP), Deborah Rastall (DR), Michael Rowland (MR), Susan Thomas (ST), Barbara Webster-Dudley (BW-D), Chris Babbs (secretary) (CB)

**Apologies:** Rev Susan Atkinson-Jones (SA-J), Rev Louise Ellis (LE), Peter Banks (PB), Tim Crump (TC), Jeremy Dearden (JD), Veronica De Grasse-Grant (VdG-G), Piers Hubbard (PH), David Prothero (DP), Julia Rider (JR), Grant Shapland (GS), Marc Smith (MS), Richard Wragg (RW)

**17/01 OPENING BIBLE READING AND PRAYER**

GC read from Isaiah 66 and then led us in prayer.

**17/02 NOTICE OF AOB ITEMS**

Church Inspections (CB)

**17/03 MINUTES OF THE MEETING HELD ON 29<sup>th</sup> NOVEMBER 2016 AND NOTES OF "VIRTUAL" STANDING COMMITTEE MEETINGS HELD IN JANUARY 2017**

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

**(B)** PCC approved the records of the "virtual" Standing Committee meetings held in January on:

- The framework for the 1/1/17 pay review for parish employees and the specific pay recommendation for the Parish Administrator;
- Locally set marriage and funeral fees for 2017 (this subject to a minor typographical correction).

**17/04 MATTERS ARISING**

**(A) CIRCULATION OF "GIVING FOR LIFE" MATERIAL (16/55):** Done

**(B) PARISH WEBSITE (16/59):** CB reported that the new website had been brought into operation, slightly earlier than had been envisaged as explained in the after-note to the minutes. Material for all four churches had been provided for inclusion. The challenge now was to bring the amount of information for all the churches to the same level and, above all, to keep the material up-to-date.

**(C) SCAFFOLDING TOWER (16/63(A)):** MG reported that it had been necessary to continue with the sale of the scaffolding tower and trailer. The proceeds had been distributed to the churches in equal proportions, in line with their contributions to the original purchase.

**(D) PARISH ASSETS (Also 16/63 (A)):** PCC considered the list CB had compiled and issued:

- It was agreed that the ancient laptop, which was not being used, could be disposed of.
- As regards projection equipment and screen, whilst there had been purchases of this equipment on a parish-wide basis, further work had revealed that these were not the equipment described in the list which had been bought by All Saints' for Sanderstead Light. The "parish" projector had been transferred to St Mary's. GC reported that this had been in exchange for software which St Mary's had bought for the parish as a whole, so it was now a St Mary's asset. GP had found a screen at St Edmund's which appeared to be the "parish" one. PCC agreed that this should be entrusted to St Edmund's as an asset.

These decisions would have the useful effect of ensuring that all assets were on the inventory of one of the churches. The All Saints' projection equipment, and other assets owned by any of the churches, could very well be lent to other churches – subject to appropriate controls and priority for use for their original purpose.

**(E) RESPONSE TO THE REFUGEE CRISIS (16/63 (B)):** JG reported that he had had a reply from the Archdeacon, welcoming the approach and saying that there would be opportunities for the parish to assist. However, this could not be in the current rectory because the value to be realised from that was needed as soon as possible for the improvement of clergy housing. JG would provide an update in an appropriate edition of the newsletter. **ACTION:JG**

## **17/05 EMPLOYEE HANDBOOK – DEVOLUTION OF APPROVAL TO STANDING COMMITTEE**

CB reported that a number of issues, such as the introduction of workplace pensions meant that the annual update of the Employee Handbook would need to take place earlier than usual this year. In accordance with standard practice PCC agreed that approval of the amendments should be devolved to Standing Committee.

## **17/06 PASTORAL STRUCTURES**

- (A) MG recalled the history of the issue as recorded in the previous minutes. GC had been licensed as Priest-in-Charge of St James's, Riddlesdown, on 23/11/16.
- (B) On 10/1/17 St Mary's DCC had decided that the best option would be to leave the Sanderstead Team. GC read a statement (attached) setting out their thinking. The emerging solution was to create a new United Benefice of St Mary's and St James's, with two PCCs.
- (C) PCC received the decision of St Mary's DCC, with all good wishes to GC and the congregations of St Mary's and St James's.
- (D) Whilst the necessary legal processes would inevitably take some time, the aspiration was to have them completed by the end of the year. This would provide a very neat timescale for accounting, reporting etc.
- (E) A meeting of the clergy and churchwardens of All Saints', St Antony's and St Edmund's had been held on 12/2/17. It was felt that the best way forward for the three churches to consider their best future organisation for Mission and Ministry would be to hold a meeting of the three DCCs with the Archdeacon. Subject to PCC approval – which was duly granted – this had been tentatively arranged for 8pm on 22/3/17 at St Antony's. IB would actually be attending in her capacity as Lay Chair of Deanery Synod; Rev Paul Roberts, the Area Dean, would also be present. CB would ask the DCC Secretaries to advertise the meeting; he would also inform the Archdeacon's PA of the details.

**ACTION: CB**

- (F) It was fair to say that, at the meeting on 12<sup>th</sup> February, a vision of the future for the three churches had started to emerge. This would be reflected into the meeting with the Archdeacon. (*After-note: following the meeting MG asked JG, ML, LE & GP to meet to map out the way forward. CB*)
- (G) It was essential to emphasise that organisational change did not mean an end to co-operation and Christian fellowship – if anything the opposite. This had been confirmed in meetings between MG and GC.

## **17/07 FILLING THE PARISH TREASURER ROLE**

CB reported that he had so far approached eight accounting firms about filling the PCC Treasurer role on a paid basis, and had received precisely one (negative) reply. He could really do with some help on this issue from someone familiar with the accounting world. But he did wish to express his personal thanks to CC for making sure the parish accounting and payroll systems kept going while his successor was being sought.

## **17/08 PARISH REPORT & ACCOUNTS 2016**

- (A) CB Spoke to the draft report which had been issued. Information to fill in a number of gaps, such as the name of the Independent Examiner, Tutu Taiwo ACCA, had since been obtained. There were no further comments from PCC.
- (B) CC reported that there would be no further charge for the sign-off by Ms Taiwo, over and above that to Peter Saltiel for doing the detailed examination and consolidation. He was working on the St Antony's accounts, received on 8/2/17 and had requested a few minor changes in the All Saints' accounts. There had been no issues with St Mary's and St Edmund's accounts. The next step would be to do the consolidation. PCC expressed its own thanks to CC for keeping things going on the accounting side.
- (C) GC reported that the St Mary's Administrator had, sadly, found it necessary to give up the role. He had asked Paul Shipley, the Parish Administrator, to provide cover for essential tasks for three hours per week. This would need to be included in Paul's salary, to make sure the position on tax, National Insurance and pension contributions was correct. St Mary's would reimburse All Saints' for the cost, outside the Parish Office funding formula. PCC noted this arrangement with approval.

## **17/09 APCM 30/4/17**

- (A) CB reported that there had been some issues about the 30/4/17 date for APCM, given the new pattern of services at St Mary's and St James's and other commitments that morning at All Saints'. However, with thanks to those, particularly GC, who had found ways round the problem, it had been possible to preserve the date. The meeting would be at 11.45am at All Saints', with coffee and essential business only.
- (B) 2017 was the start of a new triennium for Deanery Synod, with elections required for lay representatives. In view of the increasing role of Synods, and members' key role as the electorate for Diocesan and General Synod, CB asked if PCC members could encourage a wider range of people to come forward for election, using the material which had been provided by the diocese to promote Synod membership. This was reinforced by IB in her role as Lay Chair of Synod.

## **17/10 PCC DATES 2017/18**

Accepting that the sequence was not ideal in some respects, PCC approved the proposed dates and venues:

10/5/17 All Saints'  
26/9/17 St Antony's  
4/12/17 St Mary's  
6/2/18 St Edmund's  
APCM 22/4/18 All Saints'

## **17/11 CLERGY HOUSING, BUILDINGS AND PROPERTY ISSUES**

### **(A) ALL SAINTS'**

The work on the roof and stonework was nearing completion and looking very good. Discussions with the Diocesan Advisory Committee on the re-ordering were on-going. A visit from the DAC would take place in the next couple of months. So it was most likely that changes would take place in 2018.

### **(B) RECTORY**

A start date of the beginning of March had been pencilled in for the work needed at the Glebe Hyrst property. Further details would be provided as they emerged.

### **(C) ST EDMUND'S**

Repairs to the roof of the William Goddard Room had just been completed, following a great deal of advice which all tended to point to the same causes for the water ingress. Assuming the works were successful, a lot of making good would be required after a prolonged period of drying-out.

### **(D) ST ANTONY'S**

A faculty for the works to solve the acoustic problems had been obtained. There were issues with the front door but it was hoped to repair rather than replace it, thus avoiding the need for a faculty for the latter option. Other routine maintenance work, such as servicing the gas fires, was on-going.

### **(E) ST ANTONY'S VICARAGE**

Following some immediate remedial works, plans were being developed to provide a kitchen and bathroom to an acceptable standard. Start dates, particularly for the bathroom, would be agreed with SA-J on her return from leave.

### **(F) ST MARY'S HALL REPLACEMENT**

The original plan had included a physical link between the hall and the church. However, not having that would remove the need for a faculty. The Archdeacon was working with the Diocesan Registry on ways of avoiding the need for a faculty on that basis. Then the plans would be re-configured without the link to the church (but preserving the option to provide it at a later date). Following this it was essential to push on with the planning application and construction as soon as possible, as the existing hall was in a bad state whilst being a vital source of revenue. It had, however, been possible to secure additional revenue from the pre-school.

### **(G) ST MARY's VICARAGE**

Following a prolonged period of neglect by the diocese, the garden was being landscaped and the windows replaced.

## **17/12 DCC MINUTES**

PCC noted with approval the following DCC minutes which had been circulated:

- a St Antony's 9/1/17
- b St Edmund's 10/1/17
- c All Saints' 17/1/17
- d St Mary's 13/9/16, 8/11/16

(The next Deanery Synod meeting would be on 22/2/17.)

## **17/13 AOB – CHURCH INSPECTIONS**

Whilst this was strictly not PCC business, CB reported that he had looked at the availability provided by churchwardens for the options for inspection dates sent out by the Area Dean. It would not actually be possible for all four inspections to take place on the same day with all churchwardens present. He therefore suggested that churchwardens contacted the Area Dean directly to agree the most convenient date for their church.

## **17/14 PRAYER, GRACE AND CLOSE**

There being no further business, MG led us in prayer and the meeting closed with The Grace.

**APCM 11.45am 30/4/17 at All Saints'**

**Next Meeting 8.00pm 10/5/17 at All Saints'**

CB 18/2/17

## **Address to the Sanderstead Team PCC 15.2.17**

As many of you will no doubt remember St Mary's was somewhat coerced into the team under Fr. Father Jonathan Bower, and since my time here I've not felt that there has been much cohesion between our churches except between the clergy, and for the odd combined service.

I think one of the main questions we've asked as a team over the last 3 years is what is team and what does it do.....and I'm not sure that we've been able to answer that question and I think many people in the team are somewhat ambivalent about our connection with each other and so we generally focus on what we do individually more than collectively.

Following my appointment at St. James questions about team naturally arose since as I cannot be vicar of St James whilst being a team vicar of St Mary's... hence my appointment as priest in charge and so following a discussion with the wardens and then the DCC, St Mary's formally asked to leave the Sanderstead team.

Being shared with another parish without any clerical help has not come without cost, either to me personally or to the congregation of St. Mary's...

And coming out of the team does bare for me some elements of insecurity and anxiety, but that said, I do believe that it's the right thing to do and I would hope that while we won't be connected legally anymore when this happens I hope that we would continue to have a shared mutual connection, that people from across

the remaining 3 churches will still feel able to visit St Mary's as they currently do for various services.

I do believe that there is still the possibility of working together, certainly as clergy, but I would also hope that as a group of parishes in a small geographical area we would continue to share information about the things that we do in ministry;

that we would look for areas where we might continue to share one another's skill sets, and also be mindful that since we are fishing from a relatively small pond we will commit not to duplicate things that each other are doing but where possible work together for the good of God's kingdom and our churches growth.

I have valued working with Martin, Susan and more latterly Jeremy and I know that I speak for most at St Mary's when I say that we wish we could have seen a bit more of Jeremy and benefit share some of his energy and talent.

But I want to take this opportunity to formally thank Martin for his support over these 3 years. I know that we share a common vision for the Spirit to move in our churches and to see people released into their full potential as believers and I know that we will continue working, praying and supporting each another even when St Mary's is no longer part of the team.

None of us know what's around the corner but we share the same hope- that of seeing, and being a part of God's kingdom in Sanderstead.

So it is with some degree of sadness but also of humble expectation for the future that St. Mary's has asked be released from the Sanderstead Team to pursue what God has for us so that we along with St James might continue to see God move in this place.

**Revd. Grant Cohen**