

MINUTES of a meeting of the Parochial Church Council of the Parish of St Paul's, New Beckenham, held in the Church hall on Wednesday 5th July 2023.

2023 / 2024 No. 2

Present: Rev Simon Couper (in the chair), David Charlesworth, Andrew Griffiths, Anne Harkness, Sandra Horner, Anne Howick, Keith Howick, Hazel Koungoue, Paul Lashmar, Nomsa Mafohla, Anthea Prendergast.

Apologies for absence had been received from Adelaide Adade, Sarah Butler, Tarina Hill and Ian Johnson.

The vicar opened the meeting in prayer.

10832 Vicar's resignation

The PCC Secretary had circulated a letter dated 3rd July 2023 from Rev Simon Couper to the PCC and Lay Ministers of St Paul's advising them that he had accepted an invitation from the Bishop of Kensington, the Rt Rev Emma Ineson, to become the next vicar of Holy Trinity, Twickenham, in the Diocese of London. He would therefore be tendering his resignation as vicar of St Paul's, New Beckenham. The vicar planned to make an announcement at services at St Paul's on Sunday 9th July. Archdeacon Allie and Fiona Porter, the Archdeacon's Executive Assistant, had been informed. The vicar suggested that there should be a PCC day to collect thoughts on the profile of St Paul's, to consider our strengths and challenges, what St Paul's is good at and what would be better. Anne Harkness was asked to set up a Doodle to check when PCC members could be available, and Anne Howick would circulate a copy of the last profile. The PCC would need to appoint two representatives to be on the interview panel, and to consider whether to advertise the vacancy in the Church Times or just in the local press. The Bishop of Rochester is the Patron of St Paul's, New Beckenham and would be involved in the appointment process. The vicar had suggested that Sarah Butler and Keith Howick should be the representatives.

833 Conflict of Interest

Keith Howick declared a Conflict of Interest as a trustee of St Paul's Pre School and of The Ugly Duckling Company.

834 Minutes of the PCC meeting held on 7th June 2023

(i) Minute 805. David Charlesworth commented that he did not feel able to notify of any conflicts until he had seen the agenda.

(ii) Minute 806. In minute 792 regarding the church organ, it was confirmed that John Blakely and David Storey would also be part of the working team to consider the future of the organ at St Paul's.

(iii) Minute 812, Code of Safer Working Practice. With regard to photographs, David Charlesworth commented that the requirement to have written consent for all photographs of adults and children was not practical.

(iv) Minute 830, Community Outreach programme. It was noted that a budget had been received.

Subject to these changes Anne Harkness proposed, seconded Anthea Prendergast, that the minutes of the PCC meeting held on 7th June 2023 be received as an accurate record of the meeting. **Agreed.**

835 Matters arising

(i) Minute 817, PCC appointments. It was noted that the Church Representation Rules state that “the PCC may appoint one of its members as treasurer or two or more of its members as joint treasurers, but if it does not, it must (a) arrange for the office of treasurer to be discharged by such of the churchwardens as are members of the PCC or, if only one of them is a member, by that one solely, or (b) appoint some other fit person. Where the person appointed as secretary or treasurer is not a member of the PCC, he or she does not become a member merely as a result of holding the office in question but may be co-opted under Rule M15(1)(k).”

(ii) Minute 822, Approved signatories. It was noted that the changes to the approved signatories had not yet been put in place.

(iii) Minute 829, Coffee machine. It was noted that the coffee machine and two extra jugs had been purchased.

836 Decisions made by the Standing Committee by email

The Standing Committee had accepted a revised quotation from Alick Kane of Ground Down Construction of £7,200 (exc vat), which includes laying the engraved stone at the north end of the footpath. They had further approved that work should begin on Tuesday 18th July. They were waiting for information about laying two cable ducts. Access to the church would be via the Bishop’s porch if necessary. It was thought it might be necessary to have an extra thirty metres of cabling and the vicar would be advising the Standing Committee.

837 Action Sheet

(i) Minute 695, Community meals. The Connect café would be starting on Saturday 22nd July and it was planned that this should take place on the fourth Saturday of the month.

(ii) Safeguarding courses. Sandra Horner reported that some people had undertaken the relevant courses but there were still quite a number of people who needed to update their qualifications.

(iii) Soup lunch. This would not be taking place for the foreseeable future. It was hoped it might be possible to provide it on the 4th Friday of the month from November to April.

(iv) Pastoral care. The vicar reported confidentially on a member of the congregation.

(v) Sunday Squad. The group had met on 4th July. There had been some new volunteers including an experienced teacher. It would be important to continue to remind people that more helpers are needed.

838 Cost of living crisis

The vicar would be purchased £2,500 worth of vouchers. Five vouchers would be going to the Pre-School and the rest to Worsley Bridge School. He would be checking with Rosemary Dear regarding how much had been donated. It was agreed that there should be an update in the weekly notice sheet and the information on the website should be taken off.

839 Safeguarding and Inclusion

The vicar reported confidentially on a request he had received. The person had asked if some people could spend time with a relative at their flat. It would be important that anyone visiting was up to date with their DBS checks. Hazel Koungoue wondered if St Paul’s was checking that anyone who has contact with vulnerable adults is up to date with their DBS checks. Keith Howick felt it would be good if the Pastoral Advisory Group could be involved in understanding the DBS requirements for children and vulnerable adults. Everyone should be

encouraged to do the Basic Safeguarding courses and Domestic Abuse course. It would be important to remind everyone on Safeguarding Sunday, 19th November 2023, about the importance of undertaking the relevant courses.

The vicar recorded his thanks to Marian Sewell for her work with DBS checks. There would be further training opportunities in November which should be made available to all. There is an on line course via the Church of England Safeguarding training portal.

840 Church organ

Following the presentation which David Storey and John Blakely had given to the PCC at its meeting on 15th March, David had been asked to write a report setting out the three possibilities and to share this with the congregation. The three options were: full update, partial update, or replace with an electrical instrument. Members wondered whether there should be a public meeting to discuss the report, or an opportunity to sign up to the options. Details of the relevant costs would be important. The vicar agreed to speak to David Storey for clarification of the options.

841 PCC appointments

The vicar reported that he had received an email from Maria Adu expressing interest in joining the PCC. The vicar would need to check if she is on the Electoral Roll. (**post meeting:** the PCC Secretary confirmed that Maria Adu is on the Electoral Roll at St Paul's.). The PCC **agreed** that Maria Adu should be co-opted on to the PCC.

842 Financial matters

It was noted that the Finance Team would be meeting on 19th July. Keith Howick reported that it had been agreed to change the basis on which St Paul's calculates the amount to be allocated to Away Giving. Any donations which are restricted would not be included. The amounts received by planned giving and in the plate on a Sunday would be part of the calculations going forward. There would be six charities per year. Anthea Prendergast suggested there should be a leaflet about legacies informing people that, unless specified, 10% of giving would go to outside charities. People would be asked to specify if they did not want their donations to go to outside charities.

843 Church path

The memorial stone had been purchased and was due to be delivered in the next week or so. It would be stored in the vicarage garage.

844 QI inspection

The vicar reported that this would be taking place on 28th July. The vicar and the Buildings Team were preparing the relevant paperwork. Keith Howick agreed to give the vicar a copy of the last QI report.

With regard to fire safety, Walter Lombard had spoken regarding the fire risk assessment. St Paul's is insured with Ecclesiastical. Walter had agreed that he would use their template.

845 Worship Team

Andrew Griffiths noted that there is no longer a Worship Team. John and Marion Blakely produce a list of possible hymns on the Wednesday before the Sunday services. Some hymns recently which Pete and Ingrid Glenister had sung had been unfamiliar, Andrew wondered if there should be some "coaching". David Charlesworth wondered if there should be a discussion regarding singing at Sunday Squad. The vicar felt there should be liturgical integrity to each service. The Bible readings and hymns should be relevant to the theme or story.

846 Deanery Synod

The Rev Richard Jones had been installed as the Team Rector of Anerley Team Ministry at Christ Church Anerley on 26th June.

847 It was noted that the next PCC meeting would be taking place on 6th September 2023.

10848 Digest of the meeting

It was agreed that the following items should be reported in the weekly notice sheet: update on the church path, voucher appeal, safeguarding is open to all to access training, check the new Safeguarding notice board.

There being no further business the vicar closed the meeting in prayer at 9.30 pm.