

MINUTES of a meeting of the Parochial Church Council of the Parish of St Paul's, New Beckenham, held in the Church hall on 4th December 2024.

2024 / 2025 No. 6

Present: Rev Rachel Winn (in the chair), Maria Adu, Sarah Butler, Wesley Guy, Anne Harkness, Anne Howick, Keith Howick, Ian Johnson, Paul Lashmar, Nomsa Moldovan, Anthea Prendergast, Roger Wells.

Apologies for absence had been received from David Charlesworth, Andrew Griffiths, Clari Harrington, Sandra Horner.

Anne Harkness opened the meeting in prayer.

11106 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.

1107 Appointment of leader for *Your PCC Matters*

Wesley Guy offered to prepare a report on the meeting for the notice sheet.

1108 Minutes of the PCC meeting held on 14th November 2024

The minutes of the PCC meeting held on 14th November 2024 had been received. With regard to minute 1094, this was corrected as Anne Harkness had circulated in mid-November the Lone Working policy to those who are often working on their own. Nomsa Moldovan proposed, seconded Anthea Prendergast, that the minutes of the PCC meeting held on 14th November 2024 be received, with one correction, as an accurate record of the meeting. **Agreed.** Two members abstained as they had not been present at the meeting.

1109 Matters arising

(i) Minute 1101, Dates of PCC meetings 2025. Anne Howick requested that the meeting on Thursday 27th February should now take place on Wednesday 26th February. As a result, it was **agreed** that the meeting on Wednesday 15th January would take place on Thursday 16th January.

(ii) Minute 1095(ii), London Living Wage. Anthea Prendergast confirmed that with effect from 1st December 2024 Stephanie Fox would be paid at the updated London Living Wage.

(iii) Minute 1098, Climate and Ecology. Anthea Prendergast confirmed that £400 had been donated to Ripple Effect.

(iv) Minute 1095(i), Indicative Offer. In answer to a query from Keith Howick, the PCC requested that Keith Howick inform the Diocese that the PCC had approved the Indicative Offer for 2025.

(v) Minute 1104, Electoral Roll. It was noted that Communication Sunday would take place on 26th January 2025, and that this is also the nearest Sunday to St Paul's Day.

(vi) Minute 1091(vii), Church boiler. Anne Harkness would be getting a third quote.

(vii) Minute 1100, Buildings Team. Anne Harkness reported that work on the yew trees had taken place. They had not been cut back as much as planned but the revised shaping had been done well. After three years it might be necessary to take more off the bigger of the two trees. Members thanked Anne for her organisation and perseverance with this task.

1110 Action Sheet

(i) Minute 862(iv), External notice boards. A report from David Charlesworth on the purchase of external notice boards and corner sign had been circulated at the meeting. The revised quote from Green Barn was £5,600. Members agreed they would prefer to have white words on red boards. Members agreed they did not wish there to be finials on the boards. The cost of delivery was included in the quote but not installation. The Church of England logo would be included but for the moment the St Paul's logo would not be included. There would be two new external notice boards with three panels, and one board with one panel for the corner of Brackley Road and Lawn Road which would just have the name of St Paul's Church, Beckenham, the C of E logo, and the website name. Following discussions Keith Howick proposed, seconded Maria Adu, that there would not be any finials, the writing would be in white, and the boards should be in red. **Agreed.** It would be important to check the possible red colours, and to choose one similar to the main front door of the church. It would also be necessary to check if the quote would be revised in view of the comments. David, Claire and the vicar would be meeting later in the week to confirm the exact wording and font and details of the notice boards before the order is placed, and David would liaise with Rosemary Dear regarding payment.

(ii) Minute 911, Pastoral care meeting. The vicar and Anne Howick would be having a discussion in January 2025.

(iii) Minute 992, Restricted funds. Some members had put forward suggestions regarding whether a piano and organ should be part of regular worship. The vicar suggested there should be an Away Day when discussions could be had regarding worship styles. It was noted that at least two members of the PCC can play the piano and the organ. Keith Howick commented on the organ at the Musicians Church in Holborn which was currently being restored. Keith and Anne Howick were asked to contact Nick Mottershead at the Musicians Church regarding grants and what fund raising the church had done. Members wondered what the tuning costs are for the organ and the pianos. It was agreed that after the Away Day the congregation should be consulted for their thoughts. The vicar also felt that the church office needed updating and questioned whether it might be in the church in future.

(iv) Minute 1002, 3 Ashford House. The vicar would be meeting the tenant on 11th December.

(v) Minute 1023, Networking, audio visuals. A report had been received from David Charlesworth. The IT/AV team would be meeting another contractor regarding the upgrade later in the week. A church smart phone has been set up to handle two step verification of church on-line accounts. A register of on-line accounts and relevant contact details had been set up. A new Sum Up account for receipt of On-line payments should be set up shortly. A Parish Buying account for the purchase of IT products had been set up.

A report on On-Line Donations stations had been received. Members commented on machines they had seen at other churches. Following discussion, the vicar proposed from the chair that a CollecTin machine should be purchased, but with no box and an orange top, at a cost of £395.00. **Agreed.**

(vi) Date of PCC Away Day. The vicar would circulate some dates to the PCC. Several possible venues were mentioned.

1111 Safeguarding and Inclusion

Anne Howick had received a report from Sandra Horner. Sandra felt that Safeguarding Sunday had been well received, and she had had some positive feedback that it had been helpful, particularly at the time of the Archbishop's resignation. Sandra's profile had been raised a little more too. She would be preparing some more scenarios for the PCC for the meeting in January. Keith Howick thanked the vicar for her work on Safeguarding Sunday.

1112 Christmas Services 2024

In answer to a question from Maria Adu regarding whether there would be a service on New Year's Eve going into New Year it was noted that this would not take place. The vicar did wonder about holding a Watch Night service in future. The following dates and services were noted:

14th December: Welcare morning and mince pie tasting.

15th December: 4.00 – 5.30 pm Youth group event.

16th December: Worsley Bridge School carol service.

21st December: Connect café.

22nd December: 10.30 am Dress up Nativity. 6.00 pm Carols in the church grounds.
7.15 pm Carol service.

24th December: 5.00 pm Christingle Service. 11.30pm Midnight Mass.

25th December: 8.00 am Holy Communion (BCP). 10.30 am Christmas celebration.

The vicar reported that she would be taking annual leave from 31st December to 7th January.

1113 Financial matters

(i) Church of England Parochial Fees 2025. A report had been received regarding the fees which would take effect from 1st January 2025. It was agreed to consider the fees to be set by St Paul's Church at the PCC meeting in January 2025.

(ii) Appointment of Independent Examiner. It would be important to check with Rosemary Dear regarding who might be appointed.

(iii) Christmas gifts – see Confidential minute on page 5.

1114 Climate & Ecology Team

A report of a meeting of the Climate & Ecology Team held on 25th November 2024 had been received. It was noted that Liz Spencer was investigating a company with an eco-range of cleaning products, Janitorial Direct, and had received a sample of floor maintainer to try.

1115 Lay Assistants at Holy Communion

A report had been received from the PCC Secretary, who had consulted with all those who had been approved by the PCC in December 2023 for the year 1st January – 31st December 2024. Paul Lashmar proposed, seconded by the vicar, that the following lay persons be authorised to assist in the administration of the Holy Communion during the year 1st January – 31st December 2025:

Ann Birkett, Richard Bradley, Liz Dore, Cherry Duffield (8.00 am service only), Suzanne Guy, Wesley Guy, Anne Harkness (as churchwarden, in case of a shortage at the 10.30 am service), Clari Harrington, Anne Howick (as an authorised Pastoral Assistant she is also authorised to take the Sacrament to the sick and housebound), Keith Howick, Nomsa Moldovan, Anthea Prendergast, Ann Vice (8.00 am service only), Roger Wells, Brian Woolmer. **Agreed.**

It was noted that Sandra Horner had decided that she did not wish to continue as a Lay Assistant at Holy Communion. Anthea Prendergast was asked to give a lesson to the new Lay Assistants regarding what is involved in setting up and clearing up.

The vicar commented that she had not received any feedback regarding the new ways that communion is served at the two stations.

1116 Deanery Synod

It was noted that the next meeting would be held on 12th March 2025.

1117 Electoral Roll

There had been no applications. Everyone would be required to sign up again for the Electoral Roll prior to the APCM in 2025.

1118 It was agreed that the next PCC meeting would be held on Thursday 16th January 2025.

1119 Altar cloths

Anne Harkness requested that thanks be recorded to Cherry Duffield and Catherine Metcalf for their work in improving the altar cloths.

1120 Church heating

Maria Adu expressed concern that the heating smells of gas when one comes in via the main front door, and as a result some people are coughing and sneezing, particularly if they are sitting at the back of the church. Keith Howick reported that the boiler is about thirty years old, and had been serviced recently. It is usually more noticeable when it is first used after the summer, but he would ask the Buildings Team to check the filter and grill. Members hoped church members would sit in different seats if they were affected.

1121 Items for *Your PCC Matters*

External notice boards and sign at the corner of Brackley Road and Lawn Road. On-line giving machine. PCC Away Day in 2025. Working on wifi and internet. Electoral Roll and Communications Sunday.

There being no further business the meeting closed in prayer at 9.25 pm.