

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 2nd November 2022.

2022 / 2023 No. 6

Present: Rev Simon Couper (in the chair), Adelaide Adade, Richard Bradley, Sarah Butler, Andrew Griffiths, Sandra Horner, Anne Howick, Keith Howick, Hazel Koungoue, Ian Johnson, Anthea Prendergast.

Apologies for absence had been received from Tarina Hill and Nomsa Mafohla.

Rev Simon Couper welcomed everyone to the meeting.

Hazel Koungoue opened the meeting in prayer.

10722 Conflict of Interest

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

723 Minutes of the PCC meeting held on 5th October 2022

(i) Minute 708, Energy Audit. The word "audition" was amended to read "audit".

(ii) Minute 711, Cost of living crisis. Hazel Koungoue corrected the minute to read that Harris Academy had sent out an email to parents and guardians with help available to anyone affected by the cost of living crisis.

Sarah Butler proposed, seconded Rev Simon Couper, that, subject to the corrections in minutes 708 and 711 the minutes of the PCC meeting held on 5th October 2022 be received as an accurate record of the meeting. **Agreed.**

724 Matters arising

(i) Minute 709. Keith Howick asked if there had been any news regarding the next Quinquennial Inspection. Richard Bradley reported that he had been trying to find someone to be the QI surveyor but without success. The vicar reported that he had had a list from the Diocese and had contacted someone, but they had not yet replied.

(ii) Minute 715, Living Wage. Richard Bradley commented that we currently pay the Church Administrator the minimum London Living Wage and wondered whether her pay should be upgraded. The vicar suggested that St Paul's should at least review her pay more frequently.

(iii) Minute 721(ii), Shoebox Appeal. Anthea Prendergast reported that she, Jill Brook and Marion Blakely would be organising the donations into boxes and taking the contributions to the Link to Hope Family & Elderly Shoebox Appeal shortly. People had also been generous with cash donations. The vicar thanked the team for their work and thanked those at Babies & Toddlers for suggesting a collection should be made for the charity.

725 Decisions made by the PCC and Standing Committee by email

(i) CAF bank. Rosemary Dear had asked if all PCC members could authorise her to disclose their names, addresses, date of birth, phone number and nationality to CAF Bank in order to set up a new bank account. This is so CAF can comply with the anti-money laundering legislation. PCC members had agreed to authorise Rosemary Dear to disclose this information.

726 Action Sheet

The vicar had asked the PCC Secretary to re-format the Action Sheet in future so that there was a single list rather than a list by PCC meeting dates.

(i) Minute 647, Safeguarding courses. Anne Howick had reminded all PCC members that they must complete the Basic Awareness and Foundation Level modules as soon as possible. More members had undertaken the Raising Awareness of Domestic Abuse course. The vicar asked all members to take the courses as soon as possible and certainly by the end of 2022.

(ii) Minute 648, Complaints Policy and Procedure. The vicar confirmed that it was important to make sure we are policy competent. He would provide some information for Andrew Griffiths to put on the church website.

(iii) Minute 666, People who need a visit from vicar. The vicar commented that people should not assume he has an overview of the pastoral care of the Parish and asked people to keep him in the loop.

(iv) Minute 668, Cleaning of kitchen equipment. Hazel Koungoue would be meeting with the Pre-School staff to make sure cleaning was taking place.

(v) Minute 673(ii), Eco Church. No date had been set yet for a meeting with the local MP.

(vi) Minute 673(iii), People willing to give lifts. There would not be formal details of who gives lifts, but informal information where appropriate.

(vii) Minute 712, Experience Christmas. More volunteers would be welcome. There had been a good creative meeting including thoughts on transforming the South Porch into the stable.

727 Cost of living crisis

The vicar and Rev Jessica Smith at St John's and Holy Trinity have responsibility for collecting information from local churches as to what each Parish is doing this winter. They had prepared a Google form questionnaire for churches to complete and return. They had not heard yet from CTiB. The vicar would be putting the information together for the Deanery and Jessica would be making an application for a grant. It was planned to keep the church hall at St Paul's available on Friday afternoons into the evening. Each PCC would be required to accept responsibility for risk assessments. The vicar would share the forms. Members thought it would be good to have information regarding where things were happening and when. There would be information on the St Paul's website and at the back of church. Hazel Koungoue reported that Clarion Housing was contacting people to support them in their homes, e.g. with extra money. They were providing access to information about where people can get a meal. Keith Howick offered to get information about what Lewisham Plus Credit Union was doing.

728 Christmas Children's Project

The vicar would be getting the vouchers in November, and planned to give them out at the end of November or during the first week in December. 10ofThose.com had sent some free examples of their resources to St Paul's.

729 Safeguarding and Inclusion

The vicar reported on the Alpha course. He hoped it would be possible to run one each year. This year's course had been spiritually very significant. Keith Howick commented that it

would be helpful for the PCC to be aware when a course is taking place and confidentially who is attending most weeks.

With regard to the report from IICSA report the Diocese had put copies of their own summary report on the Diocesan website.

730 Financial matters

(i) Indicative Offer 2023. The Diocese had written to incumbents, treasurers and PCC secretaries giving details of the Calculation of the Indicative Offer 2023. There were details of the total Ministry cost, Diocesan Support Costs, and a contribution to wider Diocesan Mission. The total Calculated Indicative Offer for 2023 was £72,441. St Paul's would be holding a Thanksgiving and Vision day on 12th November and if people give any unrestricted funds this year 10% will go to the Diocese. There was a discussion on how to encourage people to give for restricted things. It was hoped there could be a 150th anniversary vision giving pot but it would be up to the donor to state whether the money was restricted or unrestricted. The vicar reminded members that St Paul's was hoping to expand the ministry team, with the appointment of a curate and someone to assist with youth and children's work. The Diocese had asked parishes to let them know their thoughts by 30th November. Following discussions Keith Howick proposed, seconded Richard Bradley, that St Paul's accept the Calculated Indictive Offer 2023 of £72,441. **Agreed.**

(ii) Bank account. The vicar recorded his thanks to Rosemary Dear for all the work she had been doing towards opening a bank account including online banking with CAF Bank Ltd. The vicar proposed, seconded Andrew Griffiths, that CAF Bank Limited is authorised to accept for operations on the Account from Richard Michael Bradley (Church Warden), Hazel Koungoue (Church Warden), Rosemary Mabel Dear (Treasurer), Elizabeth Anne Gordon Howick (PCC Secretary) and Anthea Dawn Prendergast (Assistant Treasurer). It is agreed that any two of the above be authorised as account signatories of which, wherever possible, one should be a Church Warden. Rosemary Mabel Dear should be the main contact. **Agreed.**

731 St Paul's 150th Anniversary

(i) Bible Sunday. This had been an opportunity to meet the new Bishop of Rochester, the Rt Rev Jonathan Gibbs and his wife Toni. St Paul's was giving away bibles to the children. With regard to the old bibles it was hoped St Paul's could send 200 to Gambia, via Nick Algeo. The Youth Group had been very happy to receive their bibles and it might be necessary to get some more. The vicar thanked the PCC for their encouragement to get the new bibles. 50% of the cost of purchasing the new bibles had been covered by donations. In due course Rosemary Dear would be producing a 150th finance spread sheet. It was understood that expenditure had been matched by income.

(ii) New altar frontals. These would now be presented at the 10.30 am service on Sunday 20th November.

(iii) Neema crafts. The order had been received. The next orders would need to be placed in November for delivery in Spring 2023.

(iv) Church notice. Keith Howick commented that the information notice in the main porch had an incorrect email. It was hoped Stephen Parkin would correct this.

732 Dates of PCC meetings 2023

A report had been received from the PCC Secretary. It was **agreed** that the PCC would meet in 2023 on 18th January, 15th February, 15th March, 19th April (to include approval of APCM papers), 7th June, 5th July, 6th September, 4th October, 1st November, 6th December. It was also agreed that the APCM would take place on Sunday 14th May 2023.

733 Deanery Synod

Five Deaneries would be meeting on 4th November.

734 It was noted that the next PCC meeting would be held on 7th December 2022.

10735 Women's World Day of Prayer

Hazel Koungoue reported that, since Bidy Gillman had moved away, she was now the St Paul's representative. The group would be meeting on 17th November. Hazel hoped St Paul's would continue to support the group and she would encourage and inform the church what is going on. The vicar commented that St Paul's would be happy to host an event again.

There being no further business the vicar closed the meeting with the Grace at 8.52 pm.