



	<ul style="list-style-type: none"> <li>- The audio-visual equipment has still not arrived yet.</li> </ul> <p>Promoting care for God's creation (Environment)</p> <ul style="list-style-type: none"> <li>- The suggestion was made that another consultation document could be issued to the congregation in order to generate interest, encourage participation and identify the priorities.</li> <li>- The requirements for the Silver Eco Church Award should be confirmed and form the basis for any plans.</li> <li>- Climate day is coming up soon and could be an opportunity to launch a new initiative.</li> </ul>	<b>PB</b>
	<p><b>Finance (presented by MRM)</b></p> <p>Approval of 2022 Report and Accounts</p> <ul style="list-style-type: none"> <li>- The members unanimously confirmed the approval which they had given by email circulation on 24<sup>th</sup> April 2023. The document had been signed on that date on their behalf by JH and MRM, together with the related Representation Letter signed by PB and FH.</li> </ul> <p>Management accounts at 31/5/23</p> <ul style="list-style-type: none"> <li>- Surplus of £15k, split: operating deficit £3k, investment valuation gains £18k.</li> <li>- Surplus of £15k is also split: church deficit £40k, Hall surplus £27k, Friends surplus £28k, confirming the vital annual contributions from Friends and Hall.</li> <li>- Cash used in operating activities in 2023 was £81k as compared with £141k in the budget for whole of 2023. Monthly core base church income (offerings/donations and church hiring) of circa £15k was significantly lower than monthly core base expenses (parish share and staff salaries) of circa £25k, plus other church running costs not fully financed by other income.</li> <li>- Cash flow forecast for period 1/6/23-31/8/23 showed bank balances of £59k at 31/8/23, but only after transfer from the Shawbrook 60-day notice deposit of £75k. Funds were predicted to be tight in second half of July in advance of £50k deposit receipt on 25/7/23.</li> <li>- A special meeting of the Standing Committee was scheduled for early August to review the current finances and to submit recommendations to JH on his return.</li> <li>- Response to February's Stewardship Appeal had been a 5% increase in committed giving (including one off donations) versus the budgeted 10%.</li> <li>- Cost savings would need to be reflected in the 2024 Budget in order to eliminate the current level of deficit – to be addressed after PCC meetings resume in September.</li> </ul>	
<b>6</b>	<p><b>Policies</b></p> <ul style="list-style-type: none"> <li>- The Complaints Procedure, the Disciplinary Procedure and the Grievance Procedure were reviewed and accepted by the PCC for the coming year.</li> </ul>	
<b>7</b>	<p><b>Safeguarding</b></p> <ul style="list-style-type: none"> <li>- Nicola King has now been approved as Safeguarding Officer. She will be meeting LM soon. LM to confirm the process for getting diocese approval and action that.</li> <li>- LM has started the process of emailing people who need to update their DBS records and will be sending out further emails</li> </ul>	<b>LM</b> <b>LM</b>

	<p>shortly. Once these have been sent she will also notify people about any training requirements.</p> <ul style="list-style-type: none"> <li>- LM recommended that anyone who is renewing a DBS should also complete the Confidential Declaration, even if it is not yet required, in order to align the dates and renewals.</li> </ul>	
<b>8</b>	<p><b>Fabric</b></p> <ul style="list-style-type: none"> <li>- The drain survey had been completed and was found to be clear except for a residue in the bottom of some pipes. PB will ask the Parish Architect to confirm that it was not necessary to pay for removal of the residue.</li> <li>- Secondary glazing of most of the main church had not been considered feasible by the architect. An estimate was being sought for secondary glazing of the lantern but it would not be possible to get a detailed quote without the considerable expense of erecting scaffolding.</li> <li>- A plumber was due to be looking at the toilet again today.</li> <li>- Some of the chairs have been recovered but, following an increase to the price for further chairs, a new supplier is being sought.</li> <li>- The Health and Safety Policy was unanimously accepted for the coming year.</li> </ul>	<b>PB</b>
<b>9</b>	<p><b>Kitson Hall</b></p> <ul style="list-style-type: none"> <li>- The cleaning contract is under review. Cleaning is the Hall's biggest expense and it is hoped this will result in a saving.</li> <li>- Remote locks are being implemented in the large hall at a cost of £400. An additional cost for the app required is presently being queried. To implement these in the small hall will require a specially made door so this will be done at a later date.</li> </ul>	
<b>10</b>	<p><b>Vacancies</b></p> <ul style="list-style-type: none"> <li>- We are still seeking an Environment Lead</li> <li>- The Christmas Fair Lead is more urgent now as the autumn approaches.</li> </ul>	<b>ALL</b>
<b>11</b>	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>- None</li> </ul>	

The meeting closed at 19:30 with the Grace.

**Future dates:**

<u>SC</u>	<u>PCC</u>
4 Sept	19 Sept
	30 Sept Away Day
13 Nov	28 Nov

Approved on 16/10/23  
