



STANDING COMMITTEE

Minutes of the Standing Committee meeting held on
Thursday 21st October 2021 at 1930 Hours at
The St Mary's Community Centre, Kennington

Present:

Revd Canon Dr. Jeremy Worthen (Chair) JFW
Sally Lees (Vice Chair) SJL
Shirley Leslie (Treasurer) – SEL
Jerry Fox (Churchwarden) – JF
Derek Goodwin (Churchwarden) – DG
Revd Bruce Watson (BW)
Phil Sibbald (Minutes Secretary only)

1) WELCOME AND OPENING PRAYERS

JFW opened the meeting by reading from Psalm 16 and then led the meeting in prayer.

2) APOLOGIES FOR ABSENCE

Apologies were received from Rev Bonnie Appleton.

3) MINUTES OF THE LAST MEETING

Appendix A had been circulated prior to the meeting.

Item 6: - Scheme of Delegation:

The item should have read SJL reported that there was a lot of *feedback* on the Scheme of Delegation.

Item 10: - Finance (Management Accounts)

It should read that we are £45,000 short on parish share not £45.

PFSS will update the minutes and attached JFW's Signature

4) MATTERS ARISING NOT ON THE AGENDA:

There were none

5) REVIEW OF THE PCC MEETINGS IN JULY AND SEPTEMBER INCLUDING MATTERS ARISING DOCUMENT:

Appendices B, C & Ci had been circulated prior to the meeting.

The Matters arising document had all the items stated as completed.

It was noted that the July minutes had been approved by the PCC. However, the September minutes are still in draft format and will be approved at the November PCC meeting.

It was stated that the attendance at PCC has been lower than when the PCC met on Zoom. It could be that some people are still not happy to go out and about since the lockdown was released.

PFSS does keep a record of PCC attendance.

JFW will draft a statement to be issued to the PCC with regards to attendance and that it has been low.

6) TEAM RECTOR'S REPORT:

JFW gave a verbal report on what was his first anniversary of arriving in the parish.

Team Appointments:

Rev Adam Childs has been appointed to the team. He will be living in the Kingsnorth Rectory and his licensing will take place on 11th January 2022. We are still in the process for one of the candidates. **JFW** is hopeful that there will be a conclusion soon.

Administration Post: The successful candidate has accepted the post and we have received favourable references. We now are just waiting a DBS approval.

Singleton:

JFW reported that **Revd Cathie Aldis-Saunders** has stepped back from her role at Singleton. **JFW** is basing himself there until Christ has it will be reviewed.

SEL asked what impact will that have on that local area from the point of view on the budget. **SJL** asked if this mean that Great Chart and St Francis have one Budget and Singleton have their own?

JF said that similar have happened with South East (Christ Church and Willesborough) and now they are operating separately.

JFW thought that Christ Church and Singleton should have their own budgets. However, how do we take into account the shared costs for ministry?

7) FINANCE HANDBOOK:

Appendices Di-Diii had been circulated prior to the meeting.

Procurement Policy:

All were happy with this policy and the changes that had been made since the last meeting. **JF** suggested that we lower the threshold to £500 from £2,000 for what LLTs can approve.

It was felt that this would take more approvals for the PCC.

While all LLTs always consult with SEL before going ahead, it was felt the following text was needed to be added.

"Up to £2,000 subject to prior consultation with Treasurer"

JFW also added that Christ Church and Singleton should have this authority as well.

JF will update the Procurement Policy with the above text addition, as well as Accepting all the Track Changes in the Word format and will email to SEL & PFSS

Draft Investment Policy

SJL/JF thought that this policy was actually a statement as opposed to a policy.

After a discussion, it was agreed that the following points will be added/updated:

- It should state what when do we invest
- Add circumstances when funds can be withdrawn and the required PCC approval.
- When we reach a certain level of general funds, what the level should be to invest.
- If a large bequest is received that it goes into investment even if there is no major project going on at that time.

SEL update the Policy wording

PFSS to search files for the Financial Controls Document

Draft Expenditure Policy:

Since the document was first drafted Local Wardens have been restated as Assistant Church Wardens

It was asked if we should add a statement about use of the parish credit card as opposed to using their own and claiming expenses.

SEL to update the wording of the policy

PFSS to assist with formatting in the same was as other parish policies etc.

8) FINANCE UPDATE AND FIVE YEAR BUDGET

Appendices Ei - Eiii were circulated prior to the meeting.

Income & Expenditure Report (General)

SEL reported the following

General Funds

For 9 months ended 30th September 2021

Income

- Overall deficit is £76 BUT Parish Share short paid again in September and YTD arrears stand at £75,000
- Investment Income – Myrtle Pty Fund dividend was below expectation. However, this reflects current commercial property market
- Church activities (Letters & Café) are finally 15% above budget.
- Balancing the budget is still a long way to go

Expenditure

- Parish Share – full payment provided August & September – actual payments £5,000 short each month
- Cost of Fund raising reflects low response to balancing the budget.

- Looking ahead:
- Cash flow improved in October - 3 months Gift Aid claims received
- This enabled full payment of Parish Share - first since November 2020
- ABC Grant £10k for St Francis' Kitchen finally received
- Gt Chart Parish Council have assumed responsibility for paying Maintenance costs direct
- Full cost per year at current rates £4860. However, Grant for 2021 withheld - (£4170)

Energy Prices

New rates for three locations have been received and indicate the following:

Gas supply	St Francis	Christchurch Hall	Willesborough
Daily Standing Charge saving p.a	£43	£43	£434
Rate per kWh increase	13.90%	12.30%	18.80%

Energy reviews are being undertaken by 2 Consultants - could fix 2-yr rate now - effective October 2022
Parish Buying contracts to be cancelled April 2022 - effective October 2022

Restricted Funds:

For 9 months ended 30th September 2021

- Total TYD Restricted Income stood at £84,140 against YTD expenditure of £110,845 which totals a net deficit of (£37,882)

Five-year Budget

SEL explained how she builds a budget

- Calculates what we will need to run the parish for the five-year period
- Incorporates what income from fees, hall hire, cafes, gift aid etc.
- The gap between the two is what we need to raise from *the collection plate*

The difference between the two budgets is the first one states paying back the Parish Share deficit over 5 years. The second is paying parish Share back over 10 years. It also includes building our previous used reserves back to £115,000 over 5 years.

Copies of these budgets are filed with these minutes

9) GENEROSITY PROGRAMME:

Appendix F had been circulated prior to the meeting

JFW presented the paper (appendix F) detailing the plans for the future Generosity Programme.

The background of this programme is that since 2016, there have been to address congregational giving. None of which have had major success. Anecdotally, there is a weariness with repeated stewardship campaigns, while the pandemic has made some people poorer and others anxious about their financial security in an unpredictable world.

Nonetheless, following careful consultation with Shirley Leslie and others within the Parish Leadership Team, I am proposing that we use the start of a new calendar year and the association of Epiphany with the theme of gift to launch a 'generosity programme' in Epiphanytide 2021 (i.e. beginning with 6 January or the Sunday to which the feast of the Epiphany is transferred, and ending with Candlemas on 2 February or the Sunday to which the feast is transferred). Launching it in Epiphanytide means it is likely to continue to some extent after that.

Why 'generosity' rather than e.g. 'stewardship'? 'Building a generous church' is the headline for a suite of resources developed nationally by the Church of England and launched this year – see e.g. <https://www.churchofengland.org/resources/building-generous-church>. Generosity of one of Bishop Rose's four priorities and will be the focus for the forthcoming Bishop's Study Morning on 13th November, which aims to resource activities in parishes.

JFW/SEL to work on the communication further ahead of the November PCC meeting

10) TRANSACTING BUSINESS BETWEEN PCC MEETINGS

DG reported that the last time he submitted a List B request for a Bench installation in Great Chart church, he was advised that the Diocese would no longer take an electronic vote as they had previously done during the lockdown.

The diocese suggested a written statement from the PCC secretary which PFSS signed and supplied until it can be officially ratified at the next PCC meeting.

JFW said that going forward if we were in between PCC meetings, we can, according to the Church Representation Rules conduct business via correspondence. We would state the motion requiring approval and set a date and the minimum number of issues/rejections. If by the deadline and the number of issues/rejections have not been met, it will be deemed to have passed. It will then need to be ratified at the next PCC meeting.

11) PCC OFFICERS: SUCCESSION PLANNING

Looking to the future we have the following officers leaving post:

- **DG & JF** standing down as Churchwardens at the next APCM
- **PFSS's** last PCC as PCC Secretary and Electoral Roll Officer will be February 2022
- **SEL** needs to look at delegating more of her work as Treasurer

It was suggested the initial pool for looking for a Churchwarden could be among the Assistant Church Wardens.

PCC Secretary does not have to be officially a voting member of the PCC.

JFW said that if anyone can think of anyone who might be suitable to any of these posts, please let him know.

12) OVERVIEW OF CURRENT PROJECTS:

Appendix G was circulated prior to the meeting.

Great Chart – We are pushing back the time scale to make it more realistic.

The sale of the Great Chart & Christ Church rectories will give a percentage towards projects/existing loans from the Diocese.

13) DRAFT AGENDA FOR THE NEXT PCC MEETING:

Appendix H was circulated prior to the meeting.

PFSS will incorporate into the annual timetable for PCC meetings what meeting we will receive reports on Current Projects and LLT report.

14) ANY OTHER BUSINESS

There was none

15) CONFIDENTIAL ITEMS

There were none

16) DATE OF NEXT MEETING:

Saturday 4th December 2021. Venue to be advised.