

All Saints Church, Kingston upon Thames

Parochial Church Council Meeting

Tuesday 23rd May 2023, 7.30pm at All Saints Church

Minutes

Present

Revd Joe Moffatt (Chair), John Dewhurst, Roshan Jathanna, Julian Adams, Eithne Fray, Jonathan Gillard, Isabel Isaacson (Secretary), Daniel Kelly, Keith Long, Graham Nash, Reena Patel, Peter Reddell, Samantha Taylor, Paul Thompson, Joni Timmins, Philip Walker, Mary Warman.

Present for item 5. Safeguarding: Alex Crook, Safeguarding Officer.

1. *Opening Prayer*

Joe opened the meeting with the Collect for 'Thy Kingdom Come' (the prayer movement for the period from Ascension to Pentecost)

2. *Apologies:* Alastair Deller (Honorary Treasurer), Sheila Bryant, Liz Deller.

Minutes of the last meeting (March 2023) – the minutes were agreed with no changes.

3. *Matters arising.*

The official letter has been sent on behalf of the PCC to commission Ptolemy Dean, Architect, to carry out the Quinquennial Inspection (mentioned under item 5 Budget 2023). The Inspection will take place on 13th June this year.

Item 6 Building projects.

Diocesan Advisory Committee (DAC) Approval has been received for the lighting upgrade, organ repairs and Peter Eugene Ball Sculpture. These have now proceeded to public notice (28 days). If no objection is made during this period, certificates for these projects will be issued by the Chancellor of the Diocese.

Peter Eugene Ball Sculpture – this has now been received. Advice is being sought from Ptolemy Dean and Daedalus in relation to the best way to fix the sculpture to the wall; a dedication service will be planned for November to link to the festival of Christ the King. Pigeon wires. A quote for this work (£10,000) has been accepted; the work will be carried out along with the roof work to be undertaken by Daedalus.

Item 7 Events caretaker.

A husband and wife team with event experience has been appointed to this role; they will be undertaking training specific to All Saints events requirements with Richard.

Item 8 Coronation celebrations.

The meeting recorded huge thanks to everyone who helped to make a success of the Coronation celebrations at All Saints. A slide-show of photos from the day can be viewed on the website. Over £1,000 was raised and will go towards the completion of the Saxon Kings embroidery project.

4. *Welcome and introduction to new members.*

The meeting welcomed the newly elected PCC members who each introduced themselves to the meeting. The Committee will benefit from the resulting good mix of experience and fresh energy and ideas.

5. *Safeguarding.*

Safeguarding policies and a Safeguarding Summary were circulated before the meeting.

Safeguarding procedures. The meeting welcomed All Saints Safeguarding Officer, Alex Crook, who outlined the improvements in the Church's safeguarding procedures. The safeguarding role has been streamlined so that it is co-ordinated by one safeguarding officer (Alex) with day-to-day assistance (e.g. with I.D. checks and helping with with form-filling) from the Learning and Engagement Officer (Pippa). There is a dedicated safeguarding email address and a WhatsApp group to deal with issues that might erupt suddenly. There are also Youshare folders for safeguarding documents kept on-line; signed documents will be kept securely in the Vestry Office safe. Safeguarding appears under 'About Us' on the website. There may be particular issues where policy needs to be checked with the Diocese e.g. WhatsApp groups in Church which could include teenagers; also issues relating to newly proposed choir ventures.

Safeguarding will continue to be included in the PCC agendas to keep it in our minds.

Policies. The Safeguarding Policy and the Policy for Responding to Domestic Abuse follow the Diocese formats which are consistent throughout the Church of England. It was agreed that the meeting needed formally to adopt these policies: proposed by Isabel Isaacson; seconded by John Dewhurst. The meeting agreed unanimously to adopt them.

6. Draft Mission Action Plan

The Draft Mission Action Plan was circulated before the meeting, identifying four priority areas: children and young people, communications, community partnerships, Eco Church. It sets out specific aims within each priority area. There will be a working group of 8-10 people for each priority area and each group will have its own chair to oversee progress. The groups will be made up of PCC members plus interested members of the congregation. PCC members are asked to let us know the areas in which they have an interest. Joe will convene the first meeting of the groups.

Some further details were given as follows.

1. Children and Young People. Sunday 4-5pm is the proposed slot for the Youth Café. Joe will invite the Confirmation Course attendees (All Saints and URC) to regroup and help with this. Sarah Cogger is enthusiastic about this new venture.
2. Communications. A relaunching of a programme of talks is proposed, wide-ranging but with a faith angle, with the working title 'Kingston Faith Talks'. There is a lot of enthusiasm and interest among the clergy in the diocese. It is important that we identify the best use of social media to promote these new initiatives.
3. Community Partnerships. Training has been organised for volunteers for the Bereavement Café and the setting up will be planned within that training. The aim is to start it up in the Autumn. It was noted that the café will not be running bereavement counselling – the volunteers will be conversation facilitators. There is already interest among the Listeners.
4. Eco Church. Important steps have already been taken, e.g. work on the maintenance of the solar panels and the planned new lighting system. However, there is plenty more to explore for those interested in this area.

The adoption of the Mission Action Plan was proposed by Joe Moffatt and seconded by Joni Timmins; the proposal was agreed unanimously by the meeting.

7. Finance Report.

The Finance Reports (Analysis of Income and Expenditure 1 January to 30 April 2023 and the performance against Budget to 30 April 2023) were circulated to the meeting. It was noted that Planned Giving is above budget; the Gift Aid claim has recently been submitted. Church usage is lower than budgeted and although it was noted that this is usual for the first quarter we need to keep this under review. The increase in hire rates takes effect in May so will not have had an effect on the income so far this year.

8. Proposal to extend role of Director of Music.

Two papers relating to our music outreach were circulated to the meeting.

(1) The 'Choir Development Plan' sets out in detail the context for the Choir and the aims and ambitions for its development. The paper shows the various initiatives that have been identified and the plans and timings that are already in place.

The development plans include:

continuing to integrate choir with church e.g. via social events;
exploring avenues of recruitment from various secondary schools now that there is no longer a regular source from Tiffin Boys School;
forging links with primary schools – Joe and David to offer assemblies and provide recruitment literature;
a 'learner' choir to feed into main Choir;
Cathedral visits – one is already booked in Salisbury for later this year; another is planned for York in 2024.

(2) 'Lifting Young Voices' feeds into the Mission Action Plan, offering music expertise to schools whilst hoping also to inspire young people to join our choir. The plans set out in this document need an investment in David's time in order to set up a pilot project which we can present to funders in order to grant-fund the long-term project. We can also raise funds by other means – e.g. St John the Evangelist would like to be involved and is willing to raise funds via concerts etc. A second element is to set up a junior choir in September which will require two additional choir sessions from David plus admin support (the budget for this is set out on page 5 of the document). An application has been made to the Archdeacon's All Churches Fund through which we hope to get a potential £5,000 start-up grant. The PCC is asked to underwrite this project for one year but to include a firm intention to extend it for a further year: proposed by Julian Adams; seconded by Peter Reddell – unanimously agreed by the meeting.

9. Any other business.

(1) It is proposed that the current Assistant and Deputy Churchwarden designations should be reversed so as to provide the following structure:

- Churchwardens
- Deputy Churchwarden (the most recent former Churchwardens)
- Assistant Churchwardens (with specific delegated responsibility for Premises & Insurance, Civic Community, Children & Families and Pastoral).

This was proposed by John Dewhurst; seconded by Roshan Jathanna; unanimously agreed by the meeting.

(2) News from Joe:

- The meeting welcomed the good news that Shannon is expecting a baby but (sadly for us) they are also going to be moving away as her husband takes up an appointment at Shrivenham Army College.
- Sarah Williams will be ordained at Southwark Cathedral on 24th June (Joe and our Churchwardens attending); her first Sunday with us is on 25th June. Her working days will be Sunday, Tuesday, Wednesday – these take account of the experience she needs to complete her training (Curate Diocesan Training Scheme on Thursdays; volunteering at Great Ormond Street on Fridays).

(3) We have a new pair of altar rail kneeler cushions in The Holy Trinity Chapel (the East Surrey Regiment Memorial Chapel) which are the gift of the Queen's Royal Surrey Regiment Combined Charities.

Joe closed the meeting with a prayer, followed by the Grace.

Next PCC Meeting. The next meeting of the PCC will take place on **Tuesday, 18th July.**