

ST MARY MAGDALEN, KNIGHTON

PAROCHIAL CHURCH COUNCIL

**Minutes of the meeting held at 7:30pm on
Tuesday 5 March 2024**

Present: Revd Adrian Jones (Chairman), Revd Cecilia Adjadje, Kate Adams, Amanda Beck (Treasurer), Beryl Bonfield, Tabitha Fogg, Michael Gasper, David Palmer, Lorna Pollard, Ida Stanyer and Nigel Siesage (Secretary).

Apologies for absence were received from Sian Howard.

The meeting opened with a discussion of Ephesians 3 and prayer.

24.10 ANNUAL FINANCIAL REPORT: The PCC received the detailed annual financial report papers for presentation to the forthcoming APCM. It noted that the accounts had been reviewed by the Standing Committee and that they had been signed off by the independent financial adviser, Mr Rankine. The Treasurer drew attention to projections for 2024 and the current condition of the reserves. Despite the encouraging response to the giving campaign in 2023 and a modest improvement in income from the Parish Centre, there had been a further substantial deficit which had been met from the reserves. The PCC agreed that this emphasised the importance of continuing to review rigorously all aspects of expenditure and maintaining efforts to improve levels of giving and income from the Centre.

It was agreed to convene a small working party to look in detail at each area of our expenditure – members to include Amanda Beck, Adrian Jones, David Palmer, Mick Gasper and possibly Simon Britton.

The PCC approved the financial statements for submission to the Charity Commission and for presentation to the APCM for information and explanation.

24.11 RESERVES POLICY: The PCC conducted its annual review of reserves policy and considered a paper by the Treasurer. This drew attention to guidelines on good practice depending on the nature and resources of different categories of parish. As a consequence, she proposed some modest adjustments to the existing policy:

Working capital: £20,000 (from £15,000)
Emergency reserve based on 2 months (rather than three months) routine operating costs, plus the existing 3 months employee costs: £34,570 (£47,500)
Building reserve: £50,000 (£75,000)

The PCC noted that a further £98,000 was held in designated reserves, which could be accessed for unforeseen major maintenance works. Taking account of all the above, there would still be approximately £34,000 in undesignated and unallocated reserves.

The PCC unanimously **approved** these proposals.

- 24.12 **MINSTER COMMUNITIES:** The PCC had received several papers from the Diocese inviting the involvement of Saint Mary's in discussions with other parishes throughout the city and suburbs on participation in the creation of Minster Communities. A number of meetings were planned to which parishes could send representatives to engage in discussions. Parishes were also encouraged to think about what they might contribute to a wider community and what their needs from such a community might be.

The PCC **agreed** that St Mary's should accept the invitation to take part in the discussions, noting that the final decision on joining a Minster Community would rest with the PCC.

Mr Siesage was designated the recipient of communications from the Diocese for their onward distribution to PCC members and other relevant parties. The following members agreed to participate on behalf of the PCC in the planned meetings (although only two representatives were needed for each meeting): Mr Gasper, Mrs Bonfield, Mrs Stanyer and Mrs Fogg.

It was also agreed that the Vicar should brief the congregation through the magazine, the newsletter and in announcements at services, and encourage people to ask questions, express their views and possibly participate in the Diocesan Minster Community meetings.

- 24.13 **MINUTES:** The minutes of the meeting held on 25 January 2024 were taken as read and approved
- 24.14 **BELLRINGERS:** The PCC received a report of the annual meeting of the bellringing team and expressed its appreciation of their contribution to the life of the church.
- 24.15 **HEALTH AND SAFETY:** There were no matters for report.
- 24.16 **SAFEGUARDING:** Mrs Fogg drew attention to the recent Jay Report into the safeguarding structures and procedures of the Church of England, and explained that it was likely to lead to future new safeguarding guidance.
- 24.17: **FUTURE MEETINGS:** APCM - 28 April; PCC- 9 May and 2 July.

The meeting closed at 9.25 pm with the Grace.

Chairman