

PCC of the Church of The Good Shepherd with St. Peter's, Lee
 Minutes of meeting held on Tuesday 5th March 2024
 Approved at PCC on Monday 20th May 2024

Item	Subject and notes	Decision/Actions
1	The meeting opened in prayer.	n/a
2	<p>Apologies for absence</p> <p><u>Present:</u> Bridget Shepherd, Chris Henriette, John Murray (JoM), Sue Tearle, Conway Tearle, Hannah Burns (minutes), Louise Grace, Pete Burns, James Murdoch (JaM), Angela Stebbings and Clare Johnson.</p> <p><u>Apologies/absent:</u> Adriaan Goosen, Peter Watson, Trudi Bramson, Mia Hadfield-Spoor, Gladys Ekpo-Daniels, Yi Baylis, Sophia Duffy.</p>	n/a
3	<p>Declarations of interest</p> <p>None declared</p>	n/a
4	<p>Acceptance of AOB</p> <p>None raised</p>	n/a
5	<p>Approval of minutes of 18th January 2024 Proposed by AS, seconded by ST, approved by all present at the January meeting.</p> <p>Approval of minutes of 24th February Vision morning Proposed by PB, seconded by CH, approved by all present at the February meeting.</p>	Carried
6	<p>Matters arising from minutes</p> <ul style="list-style-type: none"> ● Fabric update from JaM: <ul style="list-style-type: none"> ○ There has been no response from the Diocese re: wall. BS has chased up. ○ Work on the kitchen cupboards in the Weigall Road property will commence in June 2024. 	n/a
7	<p>Reflections on PCC & Ministry Team Awayday</p> <ul style="list-style-type: none"> ● PB commented that it was a productive session together, and that the framework was helpful to work through. ● JaM commented that the PCC needed to think more about how to action, and the resourcing required. ● BS commented that within the framework of 'Stop/Start/Adapt' there has been no suggestion of 	n/a

	<p>stopping any activity. Also commented on the need to consider phasing - it may not be possible to do it all simultaneously.</p> <ul style="list-style-type: none"> ● Next session on 20th April will focus on resourcing (location TBC - Sue to enquire about using St. Margaret's again). ● LG reminded the group of the need to ensure the actions are linked to the purpose. And once this is clear, then look back to this. ● PB questioned whether there was a timeframe for St. Peter's. BS responded that we have permission to suspend worship until the end 2024. ● BS was encouraged by the unity in ideas from discussions so far. 	
8	<p>Receipt of Standing Committee Report from February 2024</p> <ul style="list-style-type: none"> ● AS questioned that running St. Peter's currently made a loss, and whether something had changed to cause this. The response was that regular paid bookings are low. St. Peter's is covering its basic costs, but could be generating more income. ● Thanks expressed by BS to AS for her support in party bookings at St. Peter's. ● ST commented that maintenance, and locking/unlocking St. Peter's is time intensive. ● BS will meet with the pastor of Living Word to discuss their current/future usage. 	n/a
9	<p>Finance report and Approval of 2023 Accounts</p> <p>a. Finance Update</p> <ol style="list-style-type: none"> Fuel bill increase of 2.5% from 1 October Musicians - we pay musicians who earn their living as a musician. Payment is benchmarked against local churches. PB queried the cost of gas at St. Peter's, CT confirmed that the standing charge had increased significantly. The attendees confirmed that the summary sheet(s) that are prepared are helpful. Food bank income - we receive a grant from a local charity which is spent on the foodbank. Discussion on the grant, when this will expire, and the need to 1. Discuss 	<p>2023 Accounts approved to go to the independent examiner.</p> <p>2024 Operational Budget approved.</p> <p>Action: HB to request the updated 2023 P&L sheet from Conway, and add to the Google Drive.</p>

	<p>with AFRIL (Action For Refugees In Lewisham), and 2. Plan ahead for 6 months.</p> <p>vi. JaM - commented that we needed to see the foodbank activity through the lens and intentionality of start/stop/adapt (that is being used for the current vision work).</p> <p>b. Approval of 2023 Accounts</p> <p>i. Vote to approve the accounts for 2023 proposed by LG, seconded by AS. Approved to go to the independent examiner.</p> <p>c. Approval of 2024 Operational Budget (excluding one off items as per Standing Committee Report)</p> <p>i. 2024 budget recommended by the Standing Committee. The attendees at the November 2023 PCC meeting approved for the Standing Committee (advised by a Finance working party) to review income and expenditure and come back with proposals to PCC including, but not limited to, e.g. an effort to increase regular giving. The Standing Committee met in February 2024 and have approved the operational budget.</p> <p>ii. JaM proposed the approval of the 2024 operational budget, as presented at the November 2023 meeting, excluding major capital items, which will be approved by the PCC on a case-by-case basis in excess of the budget. Proposed by JaM seconded by JoM, all in favour.</p> <p>(See also the notes from the February 2024 Standing Committee meeting.)</p>	
10	<p>APCM</p> <ul style="list-style-type: none"> ● Agenda <ul style="list-style-type: none"> ○ HB to draft agenda ○ BS shared the intention to update APCM attendees re: thinking so far and headlines on the vision, as well as next steps. ● Deadline for Approval of Accounts & Trustees' Report <ul style="list-style-type: none"> ○ Annual report needs to be approved by the PCC (proposed for review and request for 	<p>Action: HB to draft APCM 2024 agenda</p> <p>Action: PCC members to review the draft annual report and accounts, ahead of 20th April session,</p>

	<p>approval on 20th April PCC session), ahead of the APCM.</p> <ul style="list-style-type: none"> o PCC members are invited to comment via email/online document ahead of discussion on 20th April 2024 at the PCC vision session. o Request for comments to JaM, who is coordinating the annual report, and CT (Treasurer) directly to collate. o Aiming for draft docs to be ready by Mon 8th April for PCC distribution, for approval at 20th April session. o ● Vacancies <ul style="list-style-type: none"> o End of term: Conway Teale, Angela Stebbings, Trudi Bramson and Sophia Duffy. Pete Burns was co-opted for 1 year in 2023. o Resignations: Mia Hadfield-Spoor o The attendees were encouraged to consider who could join PCC, and approach people to discuss. PCC members need to be on the electoral roll. 	and the APCM on 12th May.
11	<p>Deanery update (meeting of 7th February) JaM covered this item, due to AG apologies.</p>	n/a
12	<p>Safeguarding update Nothing formal to report</p>	n/a
13	<p>Health and safety update Nothing to report</p>	n/a
14	<p>GDPR compliance Nothing to report</p>	n/a
15	<p>Correspondence</p> <ul style="list-style-type: none"> ● Notice of Archdeacon Visitation Service: Thurs 13th June 19:30. ● Notification of Articles of Enquiry 2024 Compliance visit, and face to face conversation. Inventory list to be updated for St.P and GS ● Parish Stats - BS shared they are for information. Headline is that numbers have returned to pre-covid levels, optimistic outlook. ● Notice of increase in Thornton Road (curate housing) Rent by 5% from June 2024 	Action: JaM to send a reminder 2 weeks before the Archdeacon Visitation Services in June.

	<ul style="list-style-type: none">• Notice of increase of Weigall Road Rent by 5.2% from April 2024 and extension of tenancy to April 2025 <p>CH prayed to close the meeting 9:15pm.</p>	
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