

**Minutes PCC 11<sup>th</sup> September 2024 – Meeting at Good Shepherd**  
**Approved at 14th November 2024 PCC meeting**

Item	Subject	Action/Decision
1	<b>Welcome and opening prayer</b>	n/a
2	<p><b>Apologies for absence</b></p> <p><u>Present:</u>            Bridget Shepherd, Hannah Burns (minutes), Chris Henriette, John Murray (JoM), James Murdoch (JaM), Sue Tearle, Conway Tearle, Gladys Ekpo-Daniels, Clare Johnson, Fran Lechler, John Stevens, Simon Frewin, Adriaan Goosen, Tanya Hilborne, John Bramson.</p> <p><u>Apologies:</u> Louise Grace, Peter Watson.</p> <p><u>Absent:</u> Pete Burns, Yi Baylis.</p>	n/a
3	<p><b>Declarations of interest</b></p> <p>None</p>	n/a
4	<p><b>Acceptance of AOB</b></p> <p>None</p>	n/a
5	<p><u>Update on St. Peter's &amp; approval of <u>terms of reference for the SP management group</u></u></p> <p>A lot of work has taken place over the summer. Members of the management group: Cherry Murdoch, Peter Watson, Sonja Goosen, Angela Stebbings and Richard Clough.            Lee Green Lives are intending to move in this coming weekend.</p> <p>JaM update:</p> <ul style="list-style-type: none"> <li>● A temporary hall agreement is being put in place. St. Peter's is no longer subject to faculty jurisdiction (as of today).</li> <li>● Business rates do not normally apply to a church hall (as long as we keep within exemption requirements).</li> <li>● Richard Clough has the draft agreement which will go to an independent solicitor for review, ahead of signing of the intentional commencement date of Sunday 15th September 2024.</li> </ul> <p>Review of the ToR:</p> <ul style="list-style-type: none"> <li>● FL commented that it was a big remit for small group of people. JoM questioned whether there was scope to increase size or change membership. JaM commented that there are roles set out in the document. HB proposed that</li> </ul>	<p><b>Terms of reference for the SP Management group approved.</b></p>

	<p>the reporting section be edited to include any changes to membership, which BS will action.</p> <ul style="list-style-type: none"> <li>● AG queried whether the proposed occupants of St.Peter's are to be determined by the management group. BS clarified that there is a hall hire policy, and any questions would come to BS and the wardens in the first instance.</li> <li>● BS proposed the adoption of the Terms of Reference, JoM seconded.</li> </ul>	
6	<p><b>Update on Flourish worker</b></p> <p>The successful applicant was interviewed by CH, BS and Trinity Deputy Head, and Trinity House (Diocesan staff team). The employment contract is for 24hrs a week in term time, 20 of these in school, and 4 in the parish, and will support the youth group fortnightly. The contract is for 2 years. Will mostly be based in Trinity School, CH will be line managing. Role will be managed by the diocese (admin for PAYE etc), any expenses will be paid for by the diocese. There will be national and diocesan training as part of the Flourish programme.</p>	n/a
7	<p><b>Eco Church Working Group update (bike racks &amp; <u>Give to Go Green</u>)</b></p> <p>Bike racks</p> <ul style="list-style-type: none"> <li>● Proposal (prepared by Richard Burns) went to the Standing Committee, where there was a discussion on the best location. The proposal was approved, subject to its location. The estimated cost is £700.</li> </ul> <p>Give to go green</p> <ul style="list-style-type: none"> <li>● Sue and TH had a visit from the diocesan net zero manager, which was a positive discussion with ideas of how we can improve</li> <li>● The net zero manager has suggested we apply for Give to Go Green funding (CofE central funding for initiatives). We have applied for funding of £3,500, and we need to match fund the £3,500. They will provide no more than £3,500. Proposal to replace the inner lobby doors with new doors which will include a glass window panel.</li> <li>● For 6 weeks commencing mid-October there will be a fundraising window which will be communicated to the congregation. There will also be a quiz on 2 Nov to raise</li> </ul>	n/a

	<p>funds for the proposal. The fundraising needs to happen within the 6 week period. The grant would be awarded at the end of December.</p> <ul style="list-style-type: none"> <li>● Internal doors will need a faculty, and it is unlikely that the decision on faculty will be made by then.</li> <li>● BS commented that the new doors will provide a better welcome, as well as improving safeguarding (through visibility), and sustainability.</li> <li>● Discussion on asking hall users for fundraising; JoM and BS would like to ask the uniform groups if they wish to contribute. JaM commented that he would prefer any requests for funds go out once, for the wall, instead of asking people twice.</li> </ul>	
8	<p><b>Stewardship update</b></p> <ul style="list-style-type: none"> <li>● JS suggestion for a visual aid that is visible to the congregation to signposting the volunteering roles.</li> <li>● JaM commented that the teaching for stewardship is critical. JoM suggestion for website updates of recordings as the sermons are given, a resource.</li> <li>● BS will flag the recent talk in the upcoming Friday newsletter.</li> <li>● Thanks to the stewardship team for their work so far.</li> </ul>	n/a
9	<p><u>Finance update &amp; Accounts</u></p> <p>Update from CT:</p> <ul style="list-style-type: none"> <li>● Estimated shortfall of c.£11k for 2024</li> <li>● £55k current balance sheet (as at end June)</li> <li>● Regular giving - has increased by c. £1k per month this year (before the stewardship campaign)</li> <li>● Notes on diocesan share 3.5% increase suggested by the Diocese. £89,300 is the estimated cost to fund a parish. Previous commitment was £87k, proposal to increase to £89,400 in 2025, an increase of £2,400 on previous .</li> </ul> <p>JaM commented that it is an improved position, the deficit is smaller. We are expecting future expenditure for architect fees and further unexpected expenditure.</p> <p>Gift aid is much higher - timing of the rebate for gift aid, and forecast; CT confirmed that it is a variable position.</p> <p>TH commented that changes to the forecast and the commentary for this is helpful in the summary report.</p>	n/a

10	<p><b>Decision on Parish Support Fund pledge</b></p> <ul style="list-style-type: none"> <li>● BS provided an overview of the parish support fund framework, and the principles of giving what we can.</li> <li>● Request is for 3.5% increase on previous commitment. £90,045</li> <li>● JoM commented that the Standing Committee discussed and recommended £89,300, and also to follow up on the cost of curate accommodation payment (and the amount that is paid by the parish, and what is paid for by the diocese). Investigation ongoing, which may mean we are given an amount back from the diocese.</li> <li>● JaM commented that our current financial position is ok.</li> <li>● JoM - it is very important that the £15k curate housing cost is factored in.</li> <li>● Budget increase of 3.5% is based on inflation.</li> <li>● TH questioned whether the pledge is a firm commitment and if not fulfilled, will run into arrears in subsequent years. BS commented that this is correct, and there is the option to provide a further pledge next year (during the year).</li> <li>● £90,060 AG proposing, seconded by GE-D. All in favour, no abstentions.</li> </ul> <p>(See <a href="#">Standing Committee minutes</a> for further info)</p>	<p><b>Parish Support Fund pledge of £90, 060 approved.</b></p>
11	<p><b>Wall update</b></p> <p>We have planning permission from Lewisham Council (we have 3 years to complete the work), and commitment from Lee Green conservation society to approach members.</p> <p>The architect will tender for cost estimates for builders.</p> <p>Thanks from CT to JaM for work done to date.</p>	n/a
12	<p><a href="#">Approval of minutes of meeting of 25<sup>th</sup> June 2024</a> + matters arising</p> <p>JoM proposed, JB seconded. In favour = all who attended.</p>	<p><b>25 June 2024 minutes approved.</b></p>
13	<p><a href="#">Notes from August Standing Committee</a></p> <p>Nothing raised</p>	n/a
14	<p><b>Safeguarding, health and safety update, GDPR compliance</b></p> <ul style="list-style-type: none"> <li>● Flourish work will require safeguarding across both Good Shepherd and Trinity school. Safeguarding office Ann Lorek is aware and will attend some additional training.</li> <li>● BS shared the names of PCC members who need to do training.</li> <li>● Nothing new logged in the accident book.</li> </ul>	n/a

	<ul style="list-style-type: none"> <li>Health and safety - St.Peter's has had some updates to the door.</li> </ul>	
15	<b>Correspondence</b> Nothing to raise	n/a
16	<b>AOB</b> CT - encouraged PCC members to email Finance questions to him.	n/a
17	<b>Date of next meeting: 14<sup>th</sup> November</b> Upcoming meeting dates <a href="#">here</a>	n/a
18	<b>Closing prayer</b> Meeting closed 21:38	n/a