

**Minutes of the meeting of the Parochial Church Council
St Edmund's Church Roundhay
held on Monday 21st December 2020 at 7.15pm by Zoom**

Present:-

James Biswell (JB)	Doug Kipling (DK)	Isabel Lavery (IL)
Judith Marles (JM)	David Mitchell (DM)	Jan Pickles (JP)
Anne Smith (EAMS)	Rachel Wells (RW)	Jenny Whiteing (JW)
Rev Nigel Wright (NW)	Jean Livesey (JL)	

1. APOLOGIES

1.1 Apologies had been received from Rev Chris Balding (CMNB).

NW began the meeting with prayer.

2. DECLARATIONS OF INTEREST

NW asked members to declare an interest when and if a relevant item is reached.

3. MINUTES OF THE MEETING HELD ON MONDAY NOVEMBER 16TH 2020

The minutes were approved.

4. APPROVAL FOR THE MINUTES TO BE DISPLAYED IN CHURCH/WEBSITE

The minutes were approved for display in church/ website.

5. MATTERS ARISING FROM THE MINUTES

5.1 2 Sarah Meredith will look into other options of storage of documents in the New Year.

5.2. 8.1 NW will speak to Peter Foskett concerning changing the Church Grounds fund from an endowment. **ACTION NW**

5.3. 9 HeartEdge agreement will be discussed under Agenda Item 6.

5.4. 10 NW reported that Jonathan Oldfield had agreed to be Payments Steward. Someone to put the figures together is still needed. **ACTION NW**

5.5. 12b Fabric Update

i EAMS reported that the lamp on the south side has been repaired. The South Porch exterior light is not functioning.

ii The work on the dais lifts has been completed.

iii Wifi has not been installed to date.

iv *Livestreaming Camera* We were granted a Minor Works Direction by the Chancellor and installation took place on 26th and 27th November.

v. Work on repairing the stained glass windows is scheduled for February next year.

5.6 12c The Church Hall will be closed until 22nd February 2021 at the earliest.

6. VICAR'S ITEMS

6.1 HeartEdge

NW had circulated the HeartEdge Hub Church agreement and other related papers for PCC members to consider. Papers had been circulated to PCC members in June and July and NW gave an update to the November PCC.

NW invited discussion and questions.

NW stressed there was nothing in the partnership that we are not already doing; the partnership would not be an extra burden. HeartEdge offers us resources to draw upon and an ideas exchange forum to encourage and share good broad church practice.

NW explained that we are already committed to two interns this year and have only accepted one because of Covid. We would be welcoming a more senior person with the HeartEdge partnership who would be involved in networking activities and promotion.

There will be no financial obligations from St Edmund's after or during the two year period.

RW proposed that we accept the working agreement and return it to HeartEdge. All were in agreement.

ACTION NW

NW thanked PCC members for putting their trust in him.

6.2. *EIG (Ecclesiastical Insurance Group) Contact*

Richard Brett had continued to be St Edmund's named contact with PCC permission but he has now left St Edmund's.

PCC agreed that NW be the named contact. Proposed by DM and seconded by EAMS. Agreed nem con. Wardens will be able to contact EIG for advice for events etc.

ACTION NW

7. FINANCIAL MATTERS

7.1 *Draft Budget for 2021*

NW had produced an estimated General Funds budget for 2021 for the church. Estimated results for 2020 show a deficit of £10,000. However, in 2019 we had a net surplus of £19,000 so we would be carrying a surplus of £9,000 to 2021. The balanced budget for 2021 is based on income and expenditure in the past and the church opening by the middle of next year. NW's estimated figure for building expenses is a modest one. The share is frozen at £72,000 next year but will go back up. Other costs show a rise of £8,000 to £18,000 to cover a percentage of the salaries of the Operations Manager and Children and Youth Worker no longer covered by the Resource Church Project grant.

NW said the monies received at the Crib Services were to be divided between the charity Zarach and children's work at St Edmund's.

NW confirmed that there won't be a Stewardship Campaign in the autumn as previously planned as it would be unfair to ask congregation members for more funds when the circumstances are so difficult and there are so many other things to focus on.

7.2. Ray Wells has estimated that the **church hall** figures will show a loss of £15,000 by the end of the year. The Hall will break even if they can open by mid 2021.

The second stage of the drainage works is still to be carried out and the reserves saved for this are being used to cover the losses arising from no rental income during the pandemic. The longer we have no rental income the less reserves there will be towards the second stage drainage works.

7.3. *Salaries and Honorarium*

Mike Rodgers and Rob Marles each receive an honorarium; they have both indicated that they do not wish to receive an increase this year. Clergy and other Diocesan staff are not receiving an increase this year.

Sarah Meredith and Jo Wright are employees paid by the Strategic Development Fund. SDF salaries have a 2.4% per year annual inflation built in. PCC agreed to fund the 2.4% increase amounting to £265 on the proportion of the salaries paid by the church. Proposed by EAMS and seconded by DM and agreed nem con.

8. IT – LIVESTREAMING POLICY

NW explained that we are not allowed to film anyone taking communion. DM feels it is a shame this is not permitted. It was suggested that, during distribution of communion, the camera could focus on the choir or the carving on Jon Vogler’s cross instead of the east window which made some people feel isolated. NW will look into it. **ACTION NW**
EAMS proposed that PCC accept the livestreaming policy. All were in favour.

9. CORRESPONDENCE

There was no correspondence.

10. ITEMS OF URGENT BUSINESS

10.1 NW reported that a member of the choir, who had sung in church on Saturday evening, had informed him this evening that he has Covid symptoms. Rob Marles has informed NW that as he was standing near the choir member he will not be conducting the choir for the next 10 days as a precaution.

NW said the church has taken all the correct precautions following RSCM advice.

After discussion on how to organise a choir for the remainder of the Christmas Services which included advice from two PCC members who are doctors, it was decided to look at our procedures and other guidance sent by IL.

10.2 In answer to a query from RW, NW said CMNB had felt we were doing too many services and it didn’t feel safe to be involved. Other discussions are taking place as a result of his not being present at services. RW asked if NW had adequate support. NW is in conversation with Bishop Paul but thanked RW for her concern.

10.3 The bank mandate has been updated to Anne Smith, Doug Kipling, Jonathan Oldfield and David Mitchell with any two to sign for payments. All were in favour.

NW wishes all members a blessed Christmas.

The meeting closed at 8.50pm.

Signed..... Dated