

PARISH OF ST PETER'S, COLCHESTER

Minutes of the Meeting of the Parochial Church Council held on Tuesday 11th January 2022

Chairman: Revd Mark Wallace

1. OPENING BIBLE READING & PRAYER

The Vicar opened the meeting by reading from Philippians 4.5-7, and then led the meeting in prayer.

2. APOLOGIES

None (see Appendix 1).

3. MINUTES OF THE MEETING HELD ON 9TH NOVEMBER 2021

The previous Minutes were approved *nem con* and signed by the Vicar.

4. MATTERS ARISING

None.

5. MONTHLY 'SHORT REPORTS'

The written 'short reports' had been circulated before the meeting. As a supplementary to the Vicar's Report, it was further noted that the Bishop of Maidstone has announced his retirement (effective: October 2022). The Treasurer drew the PCC's attention to the encouraging figures for planned giving (budgeted: £48,737; actual: £50,705.37).

6. SPOTLIGHT REPORT: BUILDINGS, FABRIC & MAINTENANCE

The PCC discussed the spotlight report at length and the Vicar opened up for questions and general comments of the report before addressing issues in detail.

- 1b) Mrs Val Morris suggested the possibility of incorporating a contract for regular cleaning of drains and gutters of the church roof with the cleaning of the flat roof of the Hall. The PCC agreed to seek to secure a contract for regular cleaning of drain and gutters. The Vicar and Mrs Wendy Whitfield will provide possible names and liaise with the Finance Subcommittee about costs before returning the matter to the PCC.
- 1c) The PCC agreed to ask Mr Ben Downie to give his professional opinion on whether further work is advisable to resolve the issue on rainwater that has gathered in the northern gallery in recent weeks.
- 2d) The PCC approved for Mr Richard Lawn to get a replacement mixer, should it be needed.
- 2e) The PCC agreed to find a replacement for the hot water heater in the church toilet.
- 3b) and c) It was agreed that the Vicar will have an informal discussion with Mr Dave Lacy regarding honouring and celebrating his impending 40 years with St Peter's and about the future direction of a caretaker's role and duties.
- 7c) We have now received clarity from the DAC: we should apply for one faculty per phase with a covering letter about future phases.
- 7d) Regarding the proposed meeting to discuss the QS report, Mr Duncan Breckels and Mr Tim Hearn indicated in principle a willingness to attend the meeting. Mr James Coe and Mr Richard Lawn agreed to review the QS report.
- 7e) Mr Tim Hearn and Mrs Val Morris offered to attend a meeting to discuss arrangements for the kitchen.
- 7f) The PCC agreed to make a decision on when the architects should move forward with drawings after the above two meetings (regarding the QS report and kitchen) have been concluded.
- 8a)-c) The PCC agreed to get a contractor in to deal with the sweeping of the flat roof of the hall and mending of the slates on a yearly basis, as well as regular clearing of the gutters (see 1b above).

- 13) The PCC agreed to replace the hall boiler in the spring/summer and delay the thermostat replacement, since this issue may be resolved with a new boiler. The PCC agreed to an upper limit of £500 when obtaining quotes.
- 17c) The Vicar agreed to email key holders about security.
- 19) The PCC agreed that the Vicar should seek legal advice on the outstanding issues.

At the end of the discussion of the issues coming out of the report, Mr Dan Watts expressed thanks on behalf of the to Mrs Wendy Whitfield, Mrs Geraldine Joslin and others involved in all the work.

7. MISSION PARTNERSHIP & CHARITABLE GIVING

Following a discussion about the various initiatives listed, the PCC approved all of the proposals.

8. APPOINTMENTS IN 2022 AND/OR 2023

The Vicar reminded the PCC of the situation regarding PCC employees. A discussion of options followed, and the Vicar agreed to bring a draft proposal for the PCC's consideration to a future meeting.

9. REVIEW OF RISK ASSESSMENTS

This item was deferred to a later PCC meeting.

10. PROPOSAL RE INDEPENDENT EXAMINER

The PCC agreed to appoint Mr Peter Wigglesworth as Independent Examiner for our 2021 accounts. Mr Richard Lawn will asked to make a small donation to the PCC of Mr Wigglesworth's church, on behalf of the St Peter's PCC.

11. PLANNING FOR THE 2022 ANNUAL CHURCH MEETINGS

It was agreed that this should take place on a Saturday morning, after Easter. The Vicar agreed to arrange a date, in consultation with the Churchwardens.

12. CORRESPONDENCE

- a) Communication from the Archdeacon had confirmed the meeting with the PCC on Thursday 3rd February.
- b) An email from the local Zone Warden suggested that the broken grate by the disabled entrance was the responsibility of the PCC. The Vicar agreed to arrange a response, in light of the legal advice to be received.

13. AOB

Concerns were expressed about two recent external bookings. Future bookings should be monitored carefully.

14. DATE OF NEXT MEETINGS

Thursday 3rd February and Tuesday 8th March (both at 7:30pm).

15. CLOSING PRAYERS

Various members led the meeting in closing prayers.

APPENDIX 1

Mr Duncan Breckels	present	Mrs Val Morris	present
Mr James Coe	present	Mrs Clare Reid	present
Dr Matt Cox	present	Revd Mark Wallace	present
Mr Tim Hearn	present	Mrs Bernice Watts	present
Mrs Anne Kavanagh	present	Dr Dan Watts	present
Dr Mick Kavanagh	present	Mrs Wendy Whitfield	present
Mr Richard Lawn	present		