



WARFIELD PAROCHIAL CHURCH COUNCIL

Minutes of the meeting held at 7.45pm on Tuesday 18 July 2023 at St Andrew's Church,
Priestwood Ct Rd, Priestwood Ave, Bracknell RG42 1TU

Present: Paul Allen; Gaynor Boulton; Penny Brinkley-Brown; David Brown; Catriona Cappleman; Andy Colpus; Abi Howe; Ashley Hill; Catharine Mabuza (Chair); Lili Mirza; Amanda Palethorpe; Kevin Pearcey; Michelle Porter-Babbage; David Ritchie; Gary Rivington.

In attendance: Sarah Colpus (Minutes).

Apologies: David Chislett; Juliet Date; Chris Drage; Alex Fry; Jonathan Watts.

		Action by	Target Date
23.86	Opening The meeting had been preceded by a communion service, but now formally opened with prayer.		
23.87	Appointment of new PCC secretary Proposal: Helen Francis is appointed PCC Secretary with immediate effect and until the 2024 APCM. Proposed by Catharine Mabuza, seconded by David Brown and agreed unanimously.		
	Appointment of Sarah Colpus as secretary to the PCC Meeting on 18 July 2023 Because Helen Francis is unable to be present at this meeting Sarah Colpus will take the minutes for today's meeting. This was agreed unanimously.		
23.88	Declarations of interests There were no declarations additional to those recorded in the Register.		
23.89	Where have we seen God at work? Members shared recent examples: (i) a friend with breast cancer was prayed with and given written prayers; she was much encouraged and reported good progress following a further ultrasound (ii) family attending a granddaughter's baptism commented positively on the service and sermon (iii) a redundant building on the Isle of Wight is now to be used by HTB as a church plant with interns being trained. Five years ago there had been prayer for the use of the redundant building and we were encouraged by the example of patience in prayer		
23.90	Minutes Proposal: The minutes of the meeting held on 20 June 2023 are confirmed as a true record and should be signed by the		

Chair. Proposed by Gary Rivington, seconded by Catriona Cappleman and agreed.

This is subject to the amendment of the typo at 23.69: 'Nigel Rivington' should read 'Gary Rivington'.

23.91 Progress with actions

Progress with actions from previous meetings was noted.

AC 30.9.23

Andy Colpus reported the following update:

M23.71 – Legacy- further work needs to be done before a proposal is brought back to the PCC

23.92 Finance report

Chris Drage was not present. Andy Colpus read from the report written by Chris which will be circulated to all PCC members along with the figures showing income and expenditure.

There were no questions.

The meeting paused for prayer.

23.93 St Michael's quinquennial report

Andy Colpus recapped on the position for the benefit of new members on the PCC. Andy Colpus will circulate both the Quinquennial Report and the spreadsheet of quinquennial works required.

The church is not in a financial position to proceed at the moment with the works required but the Fabric Committee wishes to work on obtaining the faculties which will be required.

Proposal: Authority is delegated to the Fabric Subcommittee to approach the DAC in relation to faculties for the works listed in the spreadsheet of quinquennial works with no commitment to expenditure on these works at this stage. Proposed by Paul Allen, seconded by Gaynor Boulton and agreed unanimously.

AC 31.7.23

23.94 St Andrew's Church project update

Andy Colpus reported on the site visit by himself and Henk Wieringa of Hives Architects. Henk is now putting together a proposal on works required and potential costs. Andy Colpus has also approached JBKS Architects, who are specialists in church design, for a similar proposal.

23.95 Portia Grove update

Rental

Andy Colpus reported on his conversation with the tenant. The tenant asked if the PCC would consider holding the rent at the current level for 2 years.

Proposal: the rent for 2 Portia Grove is held at the current rate for 2 years

The PCC was unanimously against this.

Proposal: The kitchen is refurbished as per the quote of £3,200 and the rent should remain at the current rate for a further 12 months.

It was asked if there were time parameters set out for the work to be done. Andy Colpus agreed there would be .

Proposed by Amanda Palethorpe, seconded by Penny Brinkley-Brown and agreed unanimously.

Andy Colpus will report back to the PCC with the tenant's response.

AC 31.7.23

There was discussion as to the next steps if the tenant does not accept the proposal. If the proposal is not accepted, Andy Colpus will contact Estate Agents to obtain quotes for them to terminate the current tenancy agreement and negotiate a new one at market rate.

23.96 Staffing update

23.96.1 Operations Manager

Catharine Mabuza updated the meeting that Alan Ridell had formally written to propose a reduction in his contractual hours by one day per week as from 1 September. He will therefore generally not be working on a Monday.

23.96.2 Finance Administrator

Catharine Mabuza had met with Alison Wilkins and proposed an increase in her contractual hours. Catharine Mabuza reported that Alison was in agreement.

The HR Committee will do contractual amendment letters to amend the contracts of Alan Ridell and Alison Wilkins as from 1 September 2023. It was noted that Sharon Wignall is currently in Uganda and that this will be actioned on her return.

23.96.3 Apprentice

Andy Colpus reported that he had met with Morgan Pearcey to inform him of the proposal from the last meeting. Andy reported that Morgan wanted to proceed with the apprenticeship. They discussed the choice of training provider and Morgan agreed that Straight A Training is his preferred choice.

Andy Colpus is currently compiling a job description for the role. A contract will be created by the HR committee on Sharon Wignall's return from Uganda.

AC 31.7.23

Concern was expressed that the Operations Manager's workload must be reduced rather than compressed and Andy Colpus commented that some elements of work done by Alan Ridell will be transferred to Morgan.

23.97 Deanery Synod

It had been noticed that the Deanery Synod report had dropped off the regular reports to the PCC.

Catharine Mabuza expressed her thanks to the Deanery Synod members for their attendance. She reported on the last Deanery Synod meeting, which was the first meeting for the current elected Deanery Synod members. Rhodri Bowen (PDA) facilitated the session of reviewing what's currently working well and looking forward to priorities for this new triennium. Priorities included: schools work; chaplaincy; youth work and praying

together. The Area Deans and Lay Chairs will now refine this for the meeting in November.

Sam Mortimer is now the Deanery Environmental lead. Juliet Date will report further at the next PCC meeting on the Eco meeting at Warfield Church (North) held on 17 July. Juliet and Colin Date will be completing the A Rocha Eco Church Award questionnaire form for Warfield.

The Lay Chair for the Deanery is now Lee Townsend and the Assistant Lay Chair is Caroline Kallipetis.

In response to a question Catharine Mabuza confirmed that all the Parish shares had now been paid and Warfield will therefore receive a rebate.

23.98 Vicar's matters
None to report

23.99 Churchwardens' matters

23.99.1 PCC Sub-committees

It was noted that Lilli Mirza is on the St Andrew's Church subcommittee.

Proposal: The list circulated by Andy Colpus of the membership of PCC Subcommittees be approved.
Proposed by Ashley Hill, seconded by Kevin Pearcey and agreed unanimously.

23.99.2 Mission Partners

Andy Colpus reported on the event this afternoon at the Dates home to welcome the Adhikari family who are currently in the UK. Also at the event was Becky Clemison who will be in Toulouse for a month on a training course for Therapy Play.

23.100 Review of meeting
No items

23.101 Electoral roll officer update

It was noted that there had been no additions or removals from the register since the last PCC meeting; there was a total of 545 on the roll on 9 July 2023.

23.101 Offsite activities

The following offsite activity had been reported to the PCC by email since the last meeting:

9.7.23 – Warfield North picnic and walk in Swinley Forest – notified to PCC on 6.7.23.

There were no new offsite activities to report.

23.102 Standing Committee

The decision taken by the Standing Committee between meetings recorded at entry 42 in the register of Standing Committee decisions was noted.

23.103 Next meeting

12 September 2023, 7:45 pm.

23.104 Close

The meeting closed with prayer.

Chair:

Date: