

# Parish of Mortlake with East Sheen

## Minutes of PCC Committees

COMMITTEE NAME:	DATE OF MEETING:
PCC	29 <sup>th</sup> March 2023

Present:

The Revd Canon Ann Nickson, Jon Blyth, Celia Catchpole, Brenda Morris, Revd Alex Barrow, Revd Jonathan Haynes, Revd Sylvie Collins-Mayo, Revd Matthew Watts, David Bradshaw, Greg Kyle, Ginny Waterkeyn, Deirdre Munro, Adrienne Jack, Cathy Sheldon, Mike Stewart, Nicholas Rettie, Kate Woodhouse, John Wright, Dilys Zeegen

### HEADLINES

Agenda number	Headlines/ decisions action points	Action
4	AS GoodBox will be sent to GoodBox for an update and the suggested donation increased from £5 to £10.	BM, JW, JW
10	PCC approval for the application of a Faculty to improve the lighting of the interior of Christ Church in general and of the Chancel in particular proposed by MW, seconded by KW and agreed unanimously.	
10	PCC approval to engage Light Perceptions to design, specify and oversee the implementation of a new lighting scheme at Christ Church, in accordance with the draft design brief (attached) proposed by MW, seconded by KW and agreed unanimously.	
10	PCC approval that fees of up to £6,000 for this first stage be agreed and be drawn from the Edward Steers legacy funds proposed by MW, seconded by KW and agreed unanimously.	

### DETAILED MINUTES

No	Item.	
1	<b>Welcome to members of the PCC and approval of the minutes</b> The minutes for the meeting 30 <sup>th</sup> January 2023 were proposed with amendments by CC, seconded by GK and approved unanimously.	
2	<b>Apologies for absence</b> Apologies were received from Sarah Coggins, Robert Davenport, Neil Davis, Sheila Hamilton, Christine McGuinness, Francis Ring-Davies, Helen Judith Robinson, Mireille Stanton, Jan Wright	
3	<b>Two Minute Items</b> Nothing to Note	
4	<p><b>Matters Arising</b> CRC reported quotes were received to update the parish, CC and SM websites. AS received a donation for the upgrade to AS website and appointed Sarah Arthur with Great Little Websites to proceed. SM and CC Congregational Groups have agreed with the upgrade to the websites. The ball park quote from Great Little Websites in the amount of £6000 to upgrade the parish, CC and SM sites was proposed by CC, seconded by JW and agreed unanimously. To ensure the interconnectivity with the Parish and Church sites Sara Arthur has been appointed to proceed with the upgrade of CC, SM and the Parish sites. Beginning with AS and the Parish to integrate the interrelation between AS and the parish allowing for an easy transition when upgrading CC and SM. AN thanked AS for getting this going and CRC for continuing the work on the upgrade. AB suggested each church start an Instagram or Tumblr for photo storage and not use the website for storage.</p> <p>BM has arranged with JW to collect All Saints GoodBox to increase the suggested donation amount from £5 to £10 in line with SM and CC.</p> <p>The Diocese has approved the appointment of Daniel Benson as the Parish Architect to carry out the Quinquennial Inspections which are due in 2026.</p>	
5	<b>Treasurers Report</b> JB reported the Budget for 2022 shows a deficit on the General Account amounting to £17,000 the actual outcome is a deficit of £10,000. Legacy funds will total £30,000. The fabric fund has increased to £420,581. The heat and lighting costs ended up at £38,140 up from £22,000 pre-Covid we have been cushioned from the energy price increase with fixed tariffs until 2024. Energy usage should be monitored and reduced where possible. Smart Meters were set to go on all meters but there has been a delay with cancellations and old wiring, installation arrangements are ongoing. The accounts will be completed and examined then forwarded via email to F&P and on to the PCC for approval. AB suggested heating costs be added to regular hire and one off hire booking fees if heating is used.	

6	<b>Finance and Property</b> the next meeting has yet to take place, nothing to note.	
7	<b>Wider Church Issues</b> AB reported Richmond Charities has appointed a new Chaplain, Derek Thompson. Father Stuart has stepped down to have a full time psychotherapy practice and has changed the focus of his ministry. St John the Divine is awaiting the appointment of a new Vicar as Neil Summers has retired.	
8	<b>Rectors Report</b> AN reported Palm Sunday services will begin at 9.30am at the Sheen Cross Roads with the donkey procession to St Mary Magdalen's. Insurance has been arranged so donkey rides for the children attending services can take place. Holy Week services will be held at 8pm with services taking place at SM on Monday, CC on Tuesday and AS on Wednesday, Maundy Thursday, Good Friday, Easter Saturday and Easter Day services will be held at each church. The Lent Lectures were well attended. AN thanked BM and CC for all of their hard work. GK and DM are stepping down as churchwardens AN thanked them both for all they have contributed as churchwardens.	
9	<b>Health and Safety</b> Nothing to note	
10	<p><b>Church Reports</b></p> <p><u>All Saints</u> JW reported Small Saints has restarted and is held the last Sunday of each month. Ash Wednesday was SCM first Ash Wednesday at AS. 60 people attended the Quiz night organized by the Contemporary Service SM Team triumphed during the event. Lent Lunch by AS Flower Team was well attended. Richard Lyne, Director of Music has indicated his wish to retire, a job description and best ways to advertise the role are in discussion. The Eco-survey by Crew Energy has been received and is being reviewed. Repairs to the automatic door closing mechanism have been approved by the Consultative a faculty will be sought by the PCC when ready. Funds were raised to purchase a new water heater for the kitchen, this has been installed.</p> <p><u>Christ Church</u> NR reported on the design brief for the lighting at CC, the report is attached as an addendum. PCC approval for the application of a Faculty to improve the lighting of the interior of Christ Church in general and of the Chancel in particular proposed by MW, seconded by KW and agreed unanimously. PCC approval to engage Light Perceptions to design, specify and oversee the implementation of a new lighting scheme at Christ Church, in accordance with the draft design brief (attached) proposed by MW, seconded by KW and agreed unanimously. PCC approval that fees of up to £6,000 for this first stage be agreed and be drawn from the Edward Steers legacy funds proposed by MW, seconded by KW and agreed unanimously. Designs will be circulated upon approval by CCCG. DM reported on an attempted burglary at CC beginning of February 2023 was reported to the police, investigated and an arrest has been made. Damage to the apex has been observed and work to repair the damage will begin when the scaffolding is in place during the work to the chancel lighting. Pancakes on Shrove Tuesday were well attended.</p> <p><u>St Mary's</u> GK reported numbers of those attended services and events is back to pre-pandemic levels. Pancake Day and Mothering Sunday were well attended and a success. The Boat Race Teas was well attended and lucrative. The plan to expand the kitchen and update the folding doors have been displayed in church and have been well received by the congregation.</p>	
11	<b>Parish Wardens Report</b> CC offered thanks to AN and all the clergy for a successful Sound of Music Parish event. Holiday at Home theme this year will be back to Nature with a trip to Kew Gardens.	
12	The meeting ended with the Grace at 8.42pm	
	<b>Date of the Next Meeting APCM followed by PCC Wednesday, 24<sup>th</sup> May 2023 8pm at All Saints</b>	