

MINUTES

Present: Revd. Henry Curran, Kate Curran, Debs Hunt, Becca Haines, Joyce Cooper, Stacey Mutch, Kathryn Hubbard, Ian Knight, Fiona Houghton, Jonathan Larsson, Chris Drew.

1. Bible Reading and Opening Prayer

Led by Henry from *Gentle & Lowly* by Dane C. Ortlund / Jeremiah 31:20.

2. Apologies

Rosie Adsley.

3. Minutes of last meetings (PCC 06.07.20, 10.08.20, 19.08.20 & APCM 07.10.20)

19.08.20 Action point should read: "for inclusion in the online service on 30 August."

Joyce proposed and Debs seconded that, after correction, we *adopt these minutes as a true record and Henry should sign them*. Passed.

a. Action points and matters arising

06.07.20 Item 7: Stacey clarified that we will pay Sean £500 from our 2020 budget and £500 from 2021.

19.08.20 Action point: Henry had not written to the Bishop asking permission not to hold Holy Communion services at the moment, as he had discovered specific guidance that nobody should be under pressure to do this.

4. Appointment of officers

a. PCC Secretary

Becca proposed and Stacey seconded *that Kate Curran be appointed as PCC Secretary*. Passed.

b. PCC Treasurer

Ian proposed and Fiona seconded *that Stacey Mutch be appointed as PCC Treasurer*. Passed.

Kathryn proposed and Joyce seconded *that Becca Haines be appointed as Lay Chair of PCC*. Passed.

c. Standing Committee

Becca proposed and Chris seconded *that Debs Hunt and Kate Curran be appointed to Standing Committee* in addition to the Vicar and Churchwardens. Passed.

5. Code of Conduct

We agreed to adopt the same PCC Code of Conduct as last year without changes.

6. Looking Forward

Our diocese does not plan to make clergy redundant in 2021, but may need to do this in 2022 if the financial situation does not improve. They would be looking at whether a

church can pay full parish share and is growing to decide whether it can make the case for a full-time minister, which means we may be asked to accept less ministry at some point in the future.

a. Employment/Status of Director of Music

Kathryn has worked for the church since 2011 in various capacities, and currently receives an honorarium of £3,000 per year for two days' work a week plus Sundays as Director of Music. We had previously discussed the need to offer proper remuneration, as Kathryn is currently subsidised by living at the Vicarage. Kathryn presented some calculations, by which we would need to find an additional £7000 per year to pay her for two weekdays plus Sundays, allowing time for music team meetings, seasonal extras, preaching and pastoral work in addition to essential service preparation and music administration. Alternatively we could find an additional £2000 per year to pay her for one weekday plus Sundays, allowing time for essentials only. Kathryn may be able to ask her other employer, AIM, for more hours.

[Kathryn left the meeting while we discussed this item.]

We agreed to employ Kathryn as Director of Music for one day a week plus Sundays, providing a proper contract, salary and pension. See item 9 below.

7. Request from Africa Inland Mission for financial support

We agreed that we would need to say no to further financial support of AIM at the moment. Kathryn may ask personal contacts at church for financial support, but we will not publicise AIM's request to the whole congregation.

8. Review of Mission Partners

Debs declared a conflict of interest in items 8 and 9c, as she is a mission partner with Crossteach Nottingham.

We currently give £2,550 per year to Crossteach Nottingham and £2,550 per year to Tony and Cath Swanson with AIM. We have also agreed to give £1,000 to Sean Gavin for the UCCF Relay programme, paying £500 in 2020 and £500 in 2021. Given our reduced income at present, *we agreed to reduce our giving to Crossteach and the Swansons to £2,000 each in 2021 and keep our commitment of £500 to Sean. See item 9 below.*

9. Finances

a. Report up to 30 September 2020

Our revised budget of 18 May 2020 was on track for income until the second lockdown this month, when our church hall rental income stopped once again. We have received less regular giving than usual, but some generous one-off donations. Spending on the usual travel expenses and service costs has been replaced by streaming and videoconferencing subscriptions. To date we have a deficit of approximately £5,000 for 2020.

b. Remaining Parish Share payments for 2020

We have paid £25,500 in Parish Share this year, with £4,000 left to pay in our revised budget of £29,500. We were asked for £33,500 in 2020. As we have £20,000 left in savings and expect a £5,000 deficit this year, we agreed to revise our Parish Share budget for 2020 to £25,500, which should reduce the deficit to £1,000.

Becca proposed and Kate seconded *that we pay no more parish share in 2020*. Passed unanimously.

c. 2021 Budget

Giving estimates are based on September-October giving in 2020. We will receive a grant of £4,000 towards 2021 Parish Share, and a one-off gift of £3,000 for 2021 has been pledged in CAF giving.

We made some revisions to the proposed 2021 budget in the expenditure lines of Mission Partners, Parish Share, Director of Music and Printing & Stationery, and adding an income line for Director of Music personal fundraising (see revised budget attached). Henry felt we could reduce printing costs by using the screen rather than printed service sheets/notice sheets, and by changing our printer lease.

We agreed *that all excess income in 2021 should go towards Parish Share*.

We asked Kathryn to explore the possibility of working an additional day a week at AIM, after which we will make a final decision on the 2021 budget at our next meeting.

Jonathan proposed Becca seconded *that we tentatively accept the revised 2021 budget, to be confirmed at our next meeting on 1st February*. Passed with 10 votes for, 1 abstention.

Ian led us in prayer for finances.

10. Christmas Services and Events

Henry advised us that any extra Christmas work given to the staff team would come at a cost of reducing the pastoral contact they can offer.

After discussion of a wide variety of suggestions, we chose to proceed with: a live-streamed Christmas Day service, advent calendars for the church children, decorating the outside of the church, a Zoom Christmas party in place of Connect Groups, a social media campaign #ChristmasIsntCancelled, posters to advertise to our community. We will also ask church members to invite neighbours to Premier Christian Radio's Carols on the Doorstep on Sunday 20 December at 5:30pm, and to connect with neighbours and other church members more generally.

11. Any Other Business

People have expressed opposite frustrations to Henry, that we're not good at praying together, but that we are praying instead of chatting after church. We agreed *that after-church Zoom meetings should be a blend of spiritual and social time, modelling bringing prayer into normal chats*.

12. Dates of next meeting: 1st February 2021 (rest of 2021 dates TBC)

13. Determination of confidential items
[redacted]

14. Review of meeting
Item cancelled due to time constraints.

Appendix – Item 6a Calculations presented by Kathryn

Director of Music wage calculations

Living Wage = £8.72/hour

Real Living Wage = £9.50/hour

Pension contributions = 10% of salary

Honorarium = £3,000/year

Pre-COVID, worked 20 hours per week (2 weekdays + 6 hours on Sunday – 2 services).

| | Description | Annual Salary | Pension | Total |
|---|-----------------------------------|------------------|---------|------------------|
| A | A: To match working FT at AIM | £9,126.42 | £912.64 | £10,039.06 |
| | Difference from honorarium | £6,126.42 | | £7,039.06 |
| B | B: To match working 4 days at AIM | £4,563.21 | £456.32 | £5,019.53 |
| | Difference from honorarium | £1,563.42 | | £2,019.53 |

In situation A, DoM would work 18.4 hours per week to earn the Real Living Wage; and 20.1 hours per week to earn the Living Wage.

In situation B, DoM would work 9.2 hours per week to earn the Real Living Wage; and 10 hours per week to earn the Living Wage.

Current Honorarium & Real Living Wage

If PCC were to still pay DoM £3,000/year, DoM could work 5.5 hours per week before wage is less than the Real Living Wage (see table below for calculations)

| Hours/week | Annual Salary | Pension | Total |
|------------|---------------|----------------|------------------|
| 5 | £2,470 | £247 | £2,717 |
| 5.5 | £2,717 | £271.70 | £2,988.70 |
| 6 | £2,964 | £296.40 | £3,260.40 |
| 7 | £3,458 | £345.80 | £3,803.80 |