



Parochial Church Council Minutes of the meeting held on Monday September 15th, 2014

Present: Fr Philip Chester (PC) (Chair), Jonathan Aitken, (AC) Suzanna Corbette (SC) Maria Gayle-Rogers (MG-R) Fr Peter Hanaway (PH), Grace Hoskin, (GH) Rachel Jewitt (RJ) Tamara Katzenbach (TK) Jane Kennedy (JK), Simon Lello (SL) Lee Lieske (LLk) , Eithne Risner (ER), Hilary Rowland (HR), Rachel Whittaker (RW), Steve Willis (SW) Toby York (TY).

In attendance: Vanessa Hadley-Spencer and Cameron Abernethy (Pastoral Assistants).

1 **Apologies**

Apologies for absence were received from Alastair Callcutt, Sue Lawson & Liz Lyle.

2 **Minutes**

The minutes of the meeting held on July 8th, 2014 were agreed and signed as a true record.

3 **Matters arising** There were no matters arising.

4. **Report of the Parish Priest**

4.1 St Matthew's Day Fr Matthew Catterick will be the preacher at the Patronal Festival on 21 September at 6pm. During the reception following, presentations would be made to the two pastoral assistants who were leaving this year.

4.2 Just Festival PC would be meeting Katherine Newbiggin shortly to start planning the 2015 festival. A committee will be set up to take this forward.

4.3 Community Party LLk had kindly invited the church community to a party in the Sky Lounge at Glastonbury House on Wednesday 24 September at 6pm.

4.4 Anglican Catholic Future Festival PC reported that the Anglican Catholic Future festival on Saturday September 13th had been very well-supported.

5. **Repristination of the church**

PC reported that both the church and the Lady Chapel needed new lighting and thorough cleaning as no such work of this nature had been done for over thirty years. A simple appeal was needed after a detailed specification had been received from the architect and quotes had been received. GH volunteered to meet the architect, RW volunteered to help with the raising money from the local community and SC also volunteered to help with the project. A brochure would be produced.



6. Church forecourt project

TY reported that all relevant faculty and local planning permissions were to be granted and that the necessary contractual permission from the church's neighbours has been agreed in principle.

TY would circulate the plans on the website and the church noticeboard. The existing railings would be removed and replaced with sliding railings /gate, the forecourt would be replaced with York stone, a new drainage system would be installed, the tree would be pollarded, and one of the parking spaces would be removed. GH reminded the PCC that the space would need to be maintained.

Action: TY

It was proposed by GH and seconded by ER that the PCC should now petition the Chancellor of the Diocese for a faculty to enable the work on the new forecourt to go forward. **Action: PC**

7. Fire risk assessment work – update

GH reported that Paragon would be coming on Friday 19 September to identify fire doors. The basements would be cleared of rubbish and a skip would be hired.

8. Insurance of Clergy House

TY reported that although the legal ownership of the Clergy House had been unclear, it had been insured through the Diocese. Recently the ownership of the House had been more clearly established as belonging to the Trevelyan Trust, a controlled trust of the PCC although in law a separate trust with the Incumbent and Churchwardens as trustees.

TY proposed, HR seconded and the PCC consented to Ecclesiastical Insurance providing a quotation for the buildings insurance cover on the Clergy House, 20 Great Peter Street, London SW1P 2BU.

9. Finance

9.1 Recommendations for the Greatorex funds.

Having discharged all the liabilities on the Greatorex estate, £445,000 remained. The original intention had been to set up a separate endowment fund, the Greatorex Trust, but Loraine Miller had since confirmed that she was content for the Incumbent and PCC to use the funds as an "expendable endowment for general purposes", rather than constituting a "permanent endowment").

Responsibility had now fallen to the PCC to manage the funds. TY had met with Sebastian Lyle and looked at the PCC funds as a whole. Sebastian Lyle suggested the following investment allocation:

Long term investment - £230,000 in equities in ethical managed funds

5 years - £200,000 in a portfolio of ethical bonds

Short term savings - £170,000 cash which is to be kept liquid to meet the immediate needs of the PCC's development projects

TY presented details of two different equity investment funds which Sebastian Lyle was recommending.



TY would confirm the level of fees to set-up and manage the funds. Any income from the investments would be paid into the PCC current account for transparency and to enable the PCC to re-evaluate the cash portfolio from time to time. In terms of any personal liability for investment performance of the funds, TY reassured the PCC that PCC trustees would not be personally liable as they could demonstrate acting reasonably and in good faith. **Action: TY**

It was proposed by TY, seconded by TK and passed by the PCC to accept Sebastian's financial proposals for the PCC in principle.

9.2 Tudor Roberts' bequest

PC reported on correspondence received from lawyers that the church might be receiving money from Tudor Roberts' bequest. Tudor Roberts was a former MOD employee who had left half of the income from a part of the residuary of his estate to St Matthew's, after his wife's life interest had been met. Mrs Roberts had now died, aged 99. There are some legal complications relating to the will that makes the amount and timing of the receipt uncertain.

9.3 Bank account

As the local branch of HSBC was closing, there was a need to find an alternative bank. TY had originally agreed to move the account to the NatWest in Victoria Street but this branch was going to be closed temporarily. It was proposed by GH and seconded by JA and agreed by the PCC that the account should be moved to Lloyds Bank in Smith Square. It was suggested that there should be two signatures for online banking beyond a certain value but TY reassured the PCC that there were good reconciliation procedures and internal controls in place.

10. Any Other Business

10.1 Parish Revue It was agreed that this would be held in February 2015. **Action: PC**

10.2 Junior Church More people were needed to help with Junior Church as several people who had previously helped had left. A minimum of eight people were needed with two people needed each week. It was suggested that availability for Junior Church could be organised at the same time as the rest of the rota. **Action: PC**

10.3 PCC Information evening JK reminded the PCC that a PCC information evening had been organised by Diocese on Tuesday October 21st. RW, TK agreed to attend and SC would confirm later. **Action: JK**

11. Dates of future meetings – Tuesday November 18th.