



Parochial Church Council
Minutes of the meeting held on Wednesday May 16th 2018
at 6.30pm in the Trevelyan Hall

Present: Fr Philip Chester, Fr Peter Hanaway, Fr Jamie Johnston, Simon Lello, Mary Brown, Jane Kennedy, Rachel Jewitt, Katie Ginger, Liz Lyle, Abiola Omotoso, Rachel Whittaker, Toby York.

In attendance: Nigel Groome (Director of Music)

The PCC meeting followed Choral Evensong.

1. Apologies for Absence

Apologies were received from Sue Lowson, Margaret Robinson, Chantal Masson, Ray Mingay, Daniel Binder, Eithne Risner.

2. Election of PCC officers

Vice-Chairman: Simon Lello, proposed by Abiola Omotoso, seconded by Katie Ginger.

Secretary: Jane Kennedy, proposed by Rachel Whittaker, second by Rachel Jewitt.

Treasurer: Toby York, proposed by Jane Kennedy, seconded by Mary Brown.

All the officers were duly elected.

Standing Committee: Chair of PCC (Fr Philip Chester), Vice- Chair and Churchwarden, Simon Lello, Mary Brown (Churchwarden), PCC Secretary, Jane Kennedy, Treasurer, Toby York. Rachel Whittaker, proposed by Fr Jamie Johnston, seconded by Liz Lyle and elected.

3. Minutes of the Meeting held on 13 March 2018

The minutes of the last meeting were agreed as a true record and signed by Fr Philip.

4. Matters Arising *not covered by the Agenda*

5.1 – Parish Administrator – Pauline Williams had been appointed as the interim administrator.

5.2 Pastoral Assistants There was a possibility that St Matthew's might collaborate with the Bishop of Ely in a new post which would be shared between St Matthew's Church, St Matthew's School and a research post on education for the Bishop of Ely in the House of Lords.

5.3 Study day on marriage Fr Philip wanted to contribute to the discussion on same gender marriage and how it may be affected in the Church once a decision had been made, as part of St Matthew's contribution to the wider Church.

Action: Fr Philip to arrange a meeting with Fr Jamie, Louisa Pau and Alastair Calcutt.



St Matthew's Westminster

5.4 Jazz Mass Fr Philip is hoping to host a Jazz Mass at SMW on a weekday evening followed by refreshments in the autumn.

5.6 Scripture Reasoning Group – Fr Philip would be taking this proposal forward.

6. Finance

Toby York, Treasurer, reported that by the end of the first quarter of the financial year, all areas of income were down compared with 2017 and all expenditure was either in line with or up on the budget.

He advised that the PCC should be both responsible and responsive. A larger deficit than forecast of £20,000 was now being predicted, before unrealised gains or losses. The total income over the first quarter was £10,000 less than the same quarter in 2017. Expenditure for the year was about the same as 2017. Voluntary giving had not changed significantly for five years.

Toby recommended that grants for funding the pastoral assistants should be investigated and it was suggested that fundraising might form part of the new administrator role. It was noted that Gift Aid from UK visitors had increased. It was agreed to review the payment and booking system for staying in St Matthew's House including becoming a Friend of St Matthew's when the first booking was made.

It was suggested that more use of the forecourt could be made by holding social events (cake sales) and performing music.

It was agreed to form a working group to explore options and prepare a response to the current financial situation. Toby York, Mary Brown, Abi Omotoso, Katie Ginger, Liz Lyle, Rachel Whittaker, Fr Jamie, and Nigel Groome volunteered to join the working group.

7. Mission

Fr Philip proposed running the 'Pilgrim' course on a Sunday after church or on a weekday. **Action:** Fr Philip to put a note in the weekly bulletin to advertise the course.



8. Safeguarding Update

Fr Philip proposed and Rachel Whittaker seconded that Susannah Groome be appointed Safeguarding Officer for St Matthew's, and this was agreed by the PCC. Safeguarding would be on the agenda for each meeting and the Safeguarding Officer would attend when needed.

9. Repristination

A meeting had been held with the new architect, Louise Goodison. The new lighting scheme, cleaning and decoration of the church would be undertaken in the summer months. Restoration of the church was part of the missional activity.

The architect also wanted to look at the whole church site from a strategic perspective. It was suggested that the Atlay Room could be converted into the church office with an entrance to the conference centre from Great Peter Street. The architect would attend a future PCC meeting.

10 School Report

Rachel Jewitt, Headteacher reported that there were 217 on the school roll and there were waiting lists. New children started at the school each week. The Year 6 pupils were taking their SATs this week. The school had been involved in many interesting activities including;

- A group had reached the second round (top 5000 out of 50,000) of a BBC2 competition.
- Sport: Arsenal Girls' football team had visited the school; a visit had been made to Lord's Cricket ground; the school participated in athletics and inter-school competitions.
- There had been a visit from members of the partner school in Tenerife.
- Santander Bank had given lessons in financial literacy.
- Parent workshops had been held in a wide range of subjects.

A visit to the school would be arranged for the PCC prior to the PCC meeting on 12 September.

11 Update on GDPR

Jane Kennedy updated the PCC on progress on implementing the new General Data Protection Regulation for the church. The legal basis for holding PCC members' personal was 'legitimate' given their role and requirement to send their data to the Charity Commission as trustees together with the Diocese in the case of churchwardens and Deanery Synod members.

12. Any other business

Fr Philip thanked Mary Brown for taking on the role of churchwarden.

13. Dates of Future Meetings :

Wednesday 11 July - *(note that there is a Conference Centre booking which will finish immediately before the PCC meeting.)*

Wednesday 12 September

Wednesday 21 November.