

**MINUTES OF A MEETING
OF RUSTINGTON PAROCHIAL CHURCH COUNCIL
HELD ON TUESDAY 14th September 2021**

Present: 13 members were present.

The Minutes of the PCC meeting 27th July 2021 were approved

Treasurer's Report – a report of the financial position was circulated prior to the meeting.

- a) 6 month report and 2022 budget – a draft budget was sent out but there was still work to be done on it. The Treasurer hopes that by the Nov PCC meeting he will be able to circulate the proposed budget figures for next year out. The contactless giving has not generated much income but with the church now open for more services it is hoped this may increase.

Questions asked 1) The PGS income is more than the budget – does the Treasurer know if this is because people have agreed (ticked the box) to an annual cost-of-living increase in their giving or because new people have signed up? He replied that in setting the budget an allowance had been made for people leaving but we have been lucky and people have stayed. It was likely that people had agreed to an annual increase.

2) Item 23SE Support Expenses are more than expected. Please can we be reminded what these are? The Treasurer answered: These are the payments for the security alarms and to HMRC for employees of the church.

3) What about the income from the investments as nothing was budgeted for. He explained that some of these are restricted accounts so the income cannot be spent on day-to-day costs. This makes having them in the budget difficult. It is better not to put them on the spreadsheet.

The team were thanked for the work they have put into the draft budget so far.

- b) Generosity Update – 18 people have increased their giving via PGS, one has decreased and 5 new people have signed up. Overall, from September 2020 to date there has been an increase of about £654 per month - £7848 per year.
- c) Standardised paying in slip - There is a specific slip provided in the vestry for recording how much money has been collected at church services. To improve the situation, it was suggested a multi-purpose slip be designed and a suitable process/procedure be produced. In the meantime, ad hoc arrangements have been used and the Treasurer has been paying money in from collections, the bucket, donations and fees.
- d) Petty Cash of groups – how are groups managing their money? Most groups need to have an amount of petty cash to hand. Different groups may need different amounts but sometimes an excess builds up. It was suggested that a small safe box be available where this can be deposited. The money need not be separated into different denominations as the bank has a machine that counts it all. It was proposed, seconded and voted in favour that **Church Groups use a standardised paying in slip and only have designated amounts of petty cash to hand.**
- e) Changes of signatures - the Mandate for CCLA, who manage our investments (eg Phillippa Senst bequest and Faulkner bequest), is out of date. CCLA require signatories to be PCC members. It was proposed, seconded and voted in favour that **D M remain a signatory, H B replace A M and, as Treasurer, G M replace J S, with Rev Natalie Loveless added as a fourth signatory.**

Food Bank – St. Peter and St. Paul Church Pantry. Members had been sent the Risk Assessment and Policy documents, formalising what the group do already, before the meeting. The Pantry would be for all who may be in need of a 'top up' to their shopping. This is a shift of accountability from FSW to the church. Training would be undertaken by the volunteers and would include safeguarding. The time of the Pantry being open will

coincide with other sessions such as Becca's family afternoon or the Wednesday Coffee Morning and it was hoped that this would make it easier for people to drop in. Flyers were being produced and those already receiving food via FSW will be notified to inform everyone about the Pantry. Anyone who needs more than a top up can be referred to the Littlehampton Food Bank.

It was asked if there were enough volunteers and CS said that to start with the small group would be able to manage (roughly 2 hours per week) but as it develops more would be needed.

The top up food would be mainly dried foods and a judgement would be made on the amount depending on who it was for – one elderly person would require less than a family of four for example. Any surplus food donated would be passed to FSW.

It was proposed, seconded and voted in favour (with one abstention) that **The Church Pantry be started up as decided in the policies.**

All those who had worked hard to get this up and running were thanked.

Mission Giving – following the success of the Mission Market the Mission Group would like to ask that a third of the money raised be given towards helping Afghan Refugees in Worthing. Members received some details of charities that are involved in the local area. At the moment some refugees are being homed in empty hotels in Brighton. Members agreed in principle that a one-off donation of £500 be given, but that the Mission Group should investigate further.

Safeguarding – report sent out prior to the meeting.

Health and Safety – report sent out prior to the meeting.

Deanery Matters/Churches together in Rustington – Deanery Synod will be meeting on 7th October.

CtiR met for a shared supper here at St Peter & St Paul. Discussions took place on a Songs of Praise during the Queen's Jubilee next year; Lent Courses and Christian Unity Week took place.

Matters raised by the Vicar – The PCC Awayday will be held in St Margaret's Church Hall, Angmering. PCC members will have the opportunity to report back on their Hub visits. Subgroup members will be invited along after lunch at 1.30.

Queen's Platinum Jubilee – we will hold a Flower Festival and possibly a Pimm's and Hymns event. The Parish Council have money available so we will put in a bid towards the flowers. The Hall will be needed to provide teas and coffees from Thurs to Sunday.

Matters raised by the Churchwardens – the Quinquennial inspection took place yesterday Mon 13th Sept and we now wait for the report on work to be carried out. An Electrical Inspection is to be undertaken later this week plus testing of the lightning conductor.

We are still waiting for a quote on the hinges for the Lych Gates.

Correspondence – none received.

Any other business – C B has been accepted onto the course she had applied for and will undertake the module in 'Chaplaincy'.

Harvest Celebration - Fish & Chip Supper and Quiz night on Sat 2nd Oct 6.30pm. The Mission Group will provide a raffle.