

St Michaels Anglican Church North Carlton

Monthly Parish Council Planning Meeting



Date:	Tuesday August 10th, 2021 @ 7:30pm via Zoom Meeting concluded: 8:50pm		
Attendees:	Steve Webster, Anne West (Chair) John Sewell, Peter Summers, Jack Verdins, Katya Wagner, Emilie Franklin, Barbara Ward, Mary Ann Lyttle.		
Apologies:	None		
Purpose:	Parish Council meets with Vicar to govern matters of evangelism, discipleship, pastoral care in the parish		
Chairperson:	Anne West	Minutes:	Mary Ann Lyttle

Item	Topic	Who	Type	Minutes /Resolutions	Actions	Due Date
1 (7:30)	<ul style="list-style-type: none"> Acknowledgement of Country Welcome & prayers 	Steve				
2 (7:35) (5 mins)	<ul style="list-style-type: none"> Matters arising from previous minutes Approve minutes of previous meeting, (Chair to sign & date) 	Chair Chair	Info	Moved- Emilie, seconded Barbara		
3 (0mins)	Finance report <ul style="list-style-type: none"> Current Status Surplus from Jobkeeper? Detailed reports 	Peter	Info Dis	Hall hire income and regular direct giving are below budget. Expecting a \$16K shortfall in total budget. Noted that we have approximately \$130,000 in cash reserves. The total Jobkeeper contribution was \$19800 in the 2020 calendar year.	Action: Net Jobkeeper surplus or deficit still to be assessed and reported for discussion Agreed that essential electrical work for OH&S reasons is to be done by Greenwood Electrical as per their quote for \$4250	

Item	Topic	Who	Type	Minutes /Resolutions	Actions	Due Date
<p>4 (7:40) (5 mins)</p>	<p>Budget planning</p> <ul style="list-style-type: none"> • Assistant Minister-affirm contract • Office Support Role • Electrical Work quote 	<p>Steve/Anne</p>	<p>Dis</p>	<p>Peter Presented 4 budget options- sent to Parish Council with varying deficits for the coming year. Discussion took place on what was contained in each budget option. PC members wished to retain some office support along with Assistant Minister contract into 2022.</p> <p>PC members agreed that a review of budget and expenditure be undertaken after 6 months to assess conditions for the second half of the FY. If conditions are then favourable, a further contract could be offered to the Assistant Minister, and further admin support could be considered.</p> <p>All agreed to pass on thanks to Peter and Kerryn for their work on the budget proposals, and sorting out Jobkeeper figures.</p>	<p>Motion: That Budget Option 4 is adopted for 2021/2021 and to be presented at the AGM. Moved: Mary Ann Seconded: John Accepted/Carried</p> <p>Action: Communicate that this budget includes continuing contract for Kim M till May 28 2022, her 3 year anniversary with St Michaels, and 8 hours per week casual work for Catherine W till Sept 30, 2022. It excludes any hours for a part-time office assistant.</p> <p>Action: Diarize a budget review in March 2022.</p> <p>Action: Wardens to offer thanks to Kerryn and to Peter for their hours of work on these reports.</p>	
<p>5 (7:45 – 1 min)</p>	<p>Wardens Report</p>			<p>John noted he is still trying to obtain quotes for painting required on the barge boards and eaves of the church and Williams Hall.</p> <p>Essential electrical work will begin in August during lockdown.</p>		

Item	Topic	Who	Type	Minutes /Resolutions	Actions	Due Date
6 (8,15) (20min)	Vicars Report	Steve	Info	Steve spoke to his report which was circulated. He reported that Dianne Shay has agreed to take the position of Childrens Church Co-ordinator. Catherine Merry has also agreed to maintain the role of Playgroup Co-ordinator.		
7 (8:25 (10min)	Pastoral care in the current times	Mary Ann All	Dis	Following the success of our recent lunch event after church, it was suggested that we have 'pop up' events ready for times when we are out of lockdown to maintain connections with the congregation. Steve said Kim has some events planned, and the theme of 'Connect' would be used to advertise these.	Action: All are invited to send ideas to Steve/Kim of any events that could be worked up in a fairly short time when allowable.	
8 (8:35) (10min)	Action groups update <ul style="list-style-type: none"> • Reconciliation Action Group • Climate Action Group 	Steve	Info	The RAP group is planning a meeting with Gary Deverill in September, if lockdown lifted to discuss support for his work. Common Grace meeting delayed as Brook lives in Sydney so may be unable to come for some time. Steve reported that the CAG had very successful study group online over several weeks. Catherine will write up further information on outcomes.		

Item	Topic	Who	Type	Minutes /Resolutions	Actions	Due Date
9 <i>(5 mins)</i>	OH&S •	John	Info	No matters to report		
10	Other matters •	All	Info	No other matters		
<i>(8:45)</i>	Meeting close	All				