

## Minutes of PCC Meeting - Monday 20<sup>th</sup> July 2020

**Present:** Beverly Watson (Chair), Marguerite Barclay, , Rob Burch, Rob Crossingham, Eve Gunn, Henrietta Harding, Robin Holdsworth, Chris Lambert, Julie Lodge, Simon Moulden, Carolyn Nicholls, Paddy Payne, Jo Smalley, Trish Tye (Secretary), Martyn Whiteman.

**Apologies:** Rebecca Brown

**Resignation:** Beverly reported that Lara has resigned from the PCC.

### 1. Approval of minutes

1.1. The minutes of the meetings held on 18<sup>th</sup> May 2020 were approved.

### 2. Standing committee decisions

2.1. The decisions from the Standing Committee meeting held on 16<sup>th</sup> June 2020 were noted.

**Action Trish:** to notify the Eco Vision Group that bat boxes should not be installed on the premises.

### 3. PCC decisions made by email

3.1. Church re-opening proposal

The proposal for reopening the church for services was sent out on Wednesday 24<sup>th</sup> June. Feedback was received from the majority of the PCC and the proposal was revised and sent out for approval on Thursday 2<sup>nd</sup> July.

The proposal was agreed as follows:

Agree: 10; Disagree: 2 – Robin Holdsworth, Lara Milne; Abstain: 5 – Simon Doran, Rebecca Brown, Paddy Payne, Marguerite Barclay and Simon Moulden.

Church reopened last week as proposal with 15-20 people attending on Sunday including children. Thursday Communion was attended by 15 people. Some people have worn masks and the general view is that church has felt safe.

Julie suggested that the Safeguarding Team review the risk assessment at their meeting this coming week.

## 4. Vision Groups

### 4.1. Finance Vision Group

Chris reported that the six-month accounts show a deficit of £9748. Our biggest issue is the fall in church hall income; we budgeted for £11.5k and have received just under £8.5k. We have had little activity since March, with payments only from Montessori.

To balance this loss, expenses are also down from budget. Our running costs are approximately £3k down from budget.

The Chair fund has still to receive £900 from Gift Aid which will bring it up to the figure needed.

Chris clarified that the sale of pew timber is included in the accounts as a deduction from the payments for the floor renovation.

Robin raised a question regarding donations for the choral scholars. Chris explained that this is shown as a creditor amount of £790 for Jan to date. The figure has accumulated as the scholars have not been paid whilst the church has been closed. Beverly explained that we are hoping to have scholars again who can be paid from this fund.

Beverly has discussed with Jeremy about paying scholars only when they are singing with us and he is happy for that to be the case. Martyn expressed his concern about this.

Carolyn asked if those making donations to the scholars' fund are aware that we are currently not paying scholars.

**Action Beverly:** to review the scholars' terms and to discuss with Jeremy Barham.

Martyn requested that the Finance Vision Group should come to PCC with steps that we will take to recover the predicted deficit for this year.

Marguerite is aware that there is no provision for Pastoral Care. Formerly came from Vicar's discretionary fund. This needs to be acknowledged in the budget.

### 4.2. Worship Vision Group

Beverly described the proposed new pattern of worship for September onwards. Beverly described this as a permanent change, but one that could be reviewed after 12 months.

Robin questioned the frequency of Holy Communion and Beverly explained that Holy Communion is available every week at 8am and then two or three times a month at 10am. The change enables more variety of service that people have come to value.

Jo asked whether Jeremy Barham was aware of these changes. Beverly said that she had had some conversations with Jeremy, but the decision process was first with the vision group and then PCC. Beverly also explained that the choir are finding it difficult to commit to three Sundays (and three Thursdays for practice) and so the change to two services per month may indeed help.

Paddy asked how these changes reflected what was gathered by the Worship Survey. Beverly explained that the main points were around an inclusive 10am service that is shorter and more accessible.

Julie added that the changes would help to make Childrens' Church and Quest more viable with the few volunteers that we have.

Martyn emphasized that the Worship Vision Group agreed these changes with two abstentions and that the group's views matched many of the views at the consultation.

Carolyn commented that the feedback from the online services has been positive, particularly regarding the informality of style and the variety music.

**Proposal:** That we adopt the new pattern of worship as proposed by the Worship Vision Group with a review point after 12 months.

**Proposed:** Beverly Watson; **Seconded:** Simon Moulden;

**Against:** Robin Holdsworth; **In favour:** those remaining

#### 4.3. Premises Vision Group

Robin provided an update on the premises.

- The metal shed has been cleared out in order to relocate the mower so that the hall chairs could be put temporarily into the Vicarage garage.
- New blinds have been installed in the hall.
- A socially distanced work day is planned for 19<sup>th</sup> August to make a start on clearing and tidying the field.

- Carolyn and Robin have met with our architect to look at some of our immediate and longer-term issues. The architect will draw up feasibility study of storage at the end of the hall plus adding toilets in the foyer area. We might have an idea of costs for this work in September.
- Montessori would like to add a small storage unit on the concreted area near the existing sheds.
- The pew wood has been sold and some people have made good use of it. The metal has been disposed of by the flooring company. The floor is done and we are now awaiting the chairs.

Beverly gave her thanks to Robin, the wardens, Paddy and those who gave so generously to the chair project.

#### 4.4. Children & Young People

Jeanette described her proposal for a regular Zoom meeting with the 11 to 18 year olds. Jeanette also added that a risk assessment has been completed and approved, for such an event.

Jeanette explained that an email was sent to parents of those who may be interested, and although the response was small, it was enthusiastic. It's important to nurture and encourage those who want to come and be involved. Jeanette and Lydia feel that once up and running, the group may grow.

**Proposal:** To start an 11-18 year old Youth Group who will meet via Zoom.  
**Proposed:** Paddy Payne; **Seconded:** Eve; unanimously agreed.

#### 5. Transforming Church Plan

Most of our work on this will be in September. We need to gradually add items to the plan, for example, the decisions made this evening. By November we are hoping that we should have enough to tie the plan down for a couple of years.

#### 6. Vicar's Report

Beverly reported that she is glad that we've made the small steps to reopening church and that it is good for people to see the changes we've made to the building. Responses so far have been very positive. The Pastoral Team are working extraordinarily hard to keep in touch with those in church and in the community.

Beverly is thinking forward to of the shape of worship in the months to come and how we manage the mixture of online and physical services. This is being thought through with the wardens, Trish and the Vision Groups.

Beverly offered her thanks to the PCC for their work and wisdom in this unprecedented time.

## 7. Safeguarding

### 7.1. Update

Julie reported that the Safeguarding Team have been heavily active dealing with the effect of covid-19 on the nursery reopening, church reopening, risk assessments etc. We're keeping a close eye on the Diocesan briefings. Julie offered her thanks to the team. Beverly offered her thanks to Julie for all her work and extensive reading.

### 7.2. Lone working policy

The lone working policy has been a work in progress for a while. The Diocesan policy covers those going out on visits etc, but not those working alone on church property. We now have a policy and a corresponding risk assessment.

**Proposal:** that we approve the Lone Working Policy as circulated.

**Proposed:** Julie Lodge; **Seconded:** Henrietta Harding; Unanimously agreed.

## 8. Approvals

### 8.1. Church WhatsApp group

Trish explained how we're starting to look ahead at how we will continue to offer online services in the future. It's likely that we'll offer hybrid services that include onsite and online congregations at the same time. An important part of hybrid services is ensuring that the online congregation are doing more than just observing – they must feel part of the service like those attending in person. A small way to achieve that is to have 'conversations' and interactions with them and an easy way to do this initially is a through a church WhatsApp group. This would be entirely optional and voluntary, but would allow real-time comments and feedback.

**Proposal:** that we create a WhatsApp group specifically for online service interaction. It will be administered by the Parish Administrator and the Vicar. It will be for over 18s only.

**Proposed:** Trish Tye; **Seconded:** Martyn Whiteman; **Abstentions:** Carolyn Nicholls; **In favour:** those remaining

## 9. Dates and Events

As much has changed, the calendar needs updating.

**Action Trish:** update calendar and circulate.

## 10. New Bookings

Eve explained that the PCC previously agreed that any new bookings for the church or hall should be approved by the PCC. It is impractical for Eve to wait for a meeting of the PCC or Standing Committee as she needs to respond quickly to potential hirers.

Beverly added that we need to increase bookings in order to help with our financial position. We do need to be conscious to not block important events such as funerals.

**Proposal:** That approval for new bookings can be delegated to Beverly and the wardens.

**Proposed:** Eve Gunn; **Seconded:** Carolyn Nicholls; **Against:** Simon Moulden; **In favour:** remaining.

## 11. Dates of future meetings

Standing Committee – 15<sup>th</sup> September 2020

PCC – 12<sup>th</sup> October 2020

PCC Away Morning – 21<sup>st</sup> November 2020

## PART 2 (*Confidential items*)

(none)

**Note:** The [Parish Safeguarding Handbook](#) is referenced here for your convenience.

Minutes approved on 12<sup>th</sup> October 2020

Signed: