



East Preston with Kingston: St Mary the Virgin

**Meeting of the PCC  
via "Zoom" and Telephone  
10 November 2020 at 7.30 pm**

**Minutes**

Present were Fr. Andrew Perry (Chair), Wendy Allen (Sec.), Vivien Ayling, Nova Brookes, Jacky Collett, Stella Collier, Mary Darby, Revd. Emma Ham-Riche, (Curate & Host), Charis Harbidge, Claire Hind, Lucy Hornby, Peter Lewis, Kathy Lockyear (Treasurer), Pauline McLelland, Joe Padfield, Gloria Russell, Helen Smith and Chris Wood.

*From 7.30 pm instructions for those joining "Zoom" were being given.*

**1 Opening Prayers**

The formal meeting opened with prayer at 7.43 pm.

**2 Apologies**

Apologies for absence were received from Lois Townsend who had made some comments for the meeting earlier in the day by telephone to Fr. Andrew.

**3 Minutes of Last Meetings**

Minutes of the PCC meeting on 10 March 2020 (the last before First Lockdown), were passed as an accurate record, without redactions, and all were in favour.

Proposer: Nova Brookes                      Seconder: Claire Hind

Minutes of the PCC meeting on 29 September 2020 (by eMail and post), were passed as an accurate record, without redactions but noting an observation that Emma Ham-Riche was not St. Mary's first curate.

Proposer: Pauline McLelland                      Seconder: Chris Wood

**4 Matters Arising not covered on agenda**

There were no matters arising.

**5 Treasurer's Report**

Treasurer, Kathy Lockyear took us through the figures. Our accounts for the nine months to 30 September 2020, showed a profit of £18,378. The only reason a profit was achieved was due to the receipt of an unrestricted legacy in March 2020 from Gerald Parker. Without this generous legacy there would have been a loss for the nine months of £15,154.

### ***Treasurer's Report continued.....***

The planned giving (of £29,008) from the congregation for the nine month period to 30 Sept. 2020 did not cover the diocesan quota of £37,499. Kathy felt that all in church should be informed of this shortfall. The less we pay, the bigger the leap towards paying our quota (see below).

Our bill for having a full time stipendiary parish priest is £74,300. (Our Parish Ministry Cost). Father Andrew's actual stipend is less than a third of this amount. The remainder of the money includes pensions, housing, training, ministry support costs, parish support services and national church responsibilities. Emma, our curate, costs us only her working expenses, plus Council Tax and water rates. All other costs for her are paid by the diocese.

It is important that we move towards paying as much of the £74,300 as we can. To this end Kathy proposed that we pay £55,000 towards our quota. Joe Padfield seconded. All were in favour, including Lois Townsend who had voted in an earlier call with Fr. Andrew.

## **6 Safeguarding Update**

There had been no reported safeguarding incidents.

Joe leaves us officially in June 2021.

Tracy Hammond has returned to live in the area and is taking over Joe's role.

Joe felt that she is ideal for this role as she comes from a social care background.

DBS (Disclosure and Barring Service) checks and necessary training will be managed by Joe and Tracy before he leaves. All PCC members need to undergo training and checks. The process will be started soon. Renewals will also be checked. Those who have already trained, do not at the moment need to do so again. Joe has forwarded a [link](#) to the PCC Secretary for the first part of online training and this will be sent out with these minutes.

In answer to a question, Joe said that all Sunday School staff had been checked.

Joe took the PCC through the Safeguarding paperwork which has to be agreed each year. A question was raised with regard to paragraph 2 of the document titled "Responding to Safeguarding Allegations" as correct process was unclear. Father Andrew and Joe Padfield agreed to seek clarification and report back.

Joe was thanked for all the work he has done.

## **7 Reports from Groups: Deanery Synod Report**

Lucy Hornby and Pauline McLelland are our Deanery Reps.

Lucy reported on the Deanery Synod meeting of 29 October.

Deanery Budget for 2021 indicated that COVID-19 had resulted in a deficit for the 2020 financial year which would subsequently lead to a reduction in reserves.

## ***Deanery Synod Meeting Report continued.....***

Representatives of parishes had been asked about how much of Parish Ministry Costs they would be paying. One parish indicated the whole amount, four parishes indicated that they would be paying less and other parishes made no comment.

Parishes were encouraged to pay more or to pay as near to their quota as they were able. This would enable ministry to be provided in all 359 parishes in the Chichester diocese and outreach made possible in all communities.

The Diocese had examined all its costs. Reductions had been made wherever was possible without causing damage or reducing services. Repairs had been put on hold and the number of candidates entering ministry had been halved from 8 to 4. Vacancies in ministries may have to be prolonged.

A Facebook page for the Deanery was suggested, detailing ways of generating income and financial donations in these times when collections and donations are reduced.

A "Faith in Action" video was watched. It demonstrated the different formats of daily prayer and worship which churches had created during Lockdown. Our church featured.

The Archdeacon of Chichester, the Venerable Luke Irvine-Capel, thanked all clergy for the efforts they'd made, during the pandemic, to address different ways of producing acts of worship outside the church walls. He encouraged us all to continue to pray for each other in these uncertain times.

Lucy was thanked for her report.

## **8 Reports from Sub-committees**

Standing, Finance, Fabric, and Mission Committees had not met.

### **Sunday Club**

Charis Harbidge added to her report already sent out in September 2020 and re-sent for the benefit of new PCC members.

Regular Saturday eMails continue to be sent out to nine households. These include notes for parents/grandparents, Bible readings for the week, a story page and an activity and a message from one of the Sunday Club leaders. Variety is provided by links to suitable songs and YouTube clips.

Asked about feedback, Charis replied that there had been little. One PCC member reported that the lantern had been made by her grandchild and family with great success and enjoyment. She would look into the sending of a picture in an eMail.

Three **Children's Sunday Services at 3 pm** had been held on the dates of:  
Sept. 13 (The Blessing of the Backpacks)  
Oct. 4 (Harvest)  
Nov. 1 (All Saints - A Time to Remember)

### ***Sunday Club continued.....***

Revd. Emma led these services. They were held in church. Sunday Club team contributed stories, Q & A sessions and a variety of other activities. Children, their families, including grandparents and other supporting adults, like Fr. Andrew, attended. Although numbers were small, it was good to welcome some newcomers. Services culminated in an activity which could be taken home. Suitably wrapped packs of these activities were distributed to those who couldn't attend.

Revd. Emma reported that a survey had been sent out with regard to these services. Replies indicated that people were happy with the setting of the Church Building. The Service of the Word was about 20-25 minutes long. Although singing was not possible, children were able to shake instruments. A comment was made by a PCC member that another church had introduced humming instead of singing.

Regular Sunday Club meetings had continued in order to prepare for Children's Church Services. Revd. Emma provided the starting point for these. There will be no further meetings during the second Lockdown but it is hoped that "Zoom" meetings can be held to prepare for an Advent Service (currently set for 6 December) and for the final programme of the year.

A rota had been set up to the end of November and contact details for families updated.

Father Andrew praised Sunday Club for all they had accomplished, saying that they had "done brilliantly" in very difficult times and thanking Revd. Emma too for her contributions.

### **Social and Fundraising Committee**

Chris Wood apologised for not organising anything (to which Father Andrew replied that these had been difficult and extraordinary times). Chris thanked Pauline McLelland for organising the Christmas Hamper and Revd. Emma for taking pictures and arranging publicity.

The committee had met via "Zoom" on the day of our meeting. Chris was looking forward to organising things more normally and it was his wish to organise a Celebration Fair at the end of this pandemic. He was also hoping to organise another Music Night and would be in touch with previous performers.

He thanked his committee and Father Andrew added his thanks.

### **Friends of St. Mary's**

Pauline McLelland reported that there had been another run of Christmas cards on the day of our meeting. There were only about 26 packs remaining. The sale had gone well.

Fr. Andrew praised how successful this had been and thanked the FoSM team.

## 9 PCC Induction Documents

Father Andrew took us through the documentation. With regard to the Legacy Policy document, he reported that the PCC had made a decision earlier this year to discuss how any unrestricted legacies should be wisely spent, although, due to the unusual Covid-19 circumstances, the PCC *had* recently voted to spend Gerald Parker's legacy on everyday running costs.

## 10 Appointment of Treasurer and Secretary and suggested co-option of Colin Crane

Kathy Lockyear was happy to re-stand as Treasurer but with the proviso that it is not indefinite as her situation has changed and she is now a full-time carer for a family member. She was elected and all were in favour.

Proposer: Claire Hind                      Seconder: Nova Brookes

Wendy Allen was happy to re-stand as Secretary. She was elected and all were in favour.

Proposer: Claire Hind                      Seconder: Jacky Collett

All were in favour of Colin Crane being co-opted onto the PCC.

The following people expressed a willingness to join some of the committees:

Peter Lewis	Standing Committee
Gloria Russell	Sunday Club
Vivien Ayling & Claire Hind	Social and Fundraising Committee
Nova Brookes	Mission Committee

## 11 John Quigley and AmazonSmile

John's correspondence with Fr. Andrew had been circulated to everyone and Fr. Andrew encouraged debate about John's concerns with the following questions:

- \* Do you think that we are encouraging people to shop with Amazon?
- \* Are Amazon any different in ambition or destructiveness than other multinationals in the High St., such as Tesco, Superdrug, WH Smith, Waterstones, Iceland etc?
- \* How important is shopping locally?
- \* How can we increase our income at St. Mary's?

The majority of PCC members felt that the wording of the piece on the Notice Sheet was not promoting AmazonSmile, or encouraging people to shop with them, but rather suggesting an opportunity for helping church finances, if people *did* shop with them. One comment was that many of our shops are multi-nationals. One PCC member was not comfortable, despite having shopped with Amazon in the past, with the AmazonSmile item being on the Notice Sheet.

## 12 AOB There was no further business.

The meeting closed with grace at 9.12 pm. **DoNM: Tuesday 19 Jan. 2021**  
*AoB must be notified to the Chair 24 hours before the PCC Meeting.*