



The Parish of Medstead and Four Marks

Minutes of a PCC Meeting

Tuesday 2nd July 2024, 7.30pm

at St Andrew's Church Hall

Members present: Howard Wright (Chair), Debby Barnes, David Duffin, Peter George-Jones, Tracey George-Jones, Jeremy Griggs, Frank Maloney, Pam Maloney, Bob Meekums, Ian Trotter, Andrew Walters, Jill Williams, David Williams (Secretary)

In attendance: Claire MacPherson (Treasurer)

1. Welcome and Apologies

Howard welcomed everyone to the second full meeting of the PCC for the Parish of Medstead and Four Marks in 2024

Apologies were received from Jackie Jurd and John Lofthouse

2. Worship and Prayer

Howard read from Psalm 19, and we spent a while in small groups meditating on the text. He led us in worship – “10,000 reasons” - and then several members led us in prayer.

PCC congratulated Peter on his election as warden. Both Assistant Wardens, Debra Barnes and David Duffin, were willing to fill the two remaining vacancies on PCC. David will pick up the two-year term (until 2026) formerly held by Peter, and Debby will take up the outstanding one-year term (until 2025).

3. Minutes of Previous Meetings

a. PCC – Meeting of 28th May 2024

i. Approval of Minutes – approved *nem con*

ii. Matters arising

1. Check display of minutes

St Andrew's displays a paper copy of PCC minutes inside the church once they have been approved. COGS keeps a copy in the church office to be made available on request.

b. Extraordinary Meeting of Parishioners - 16th June 2024

Document: *M&FM EMP 2024-06-16 Minutes.pdf*

The minutes of the meeting were approved *nem con*.

4. PCC and Leadership Communication

a. Document: *PCC Communication - Dissemination.docx*

Howard presented the document describing how information should be distributed to PCC and LCG members and staff, and how, where appropriate, it should be published.

b. PCC recorded its appreciation of the work that Matt does in supporting and maintaining Parish IT.

5. Leader's Day – Vision, Mission, Values – for discussion

- a. Showing God's love in everything we do.
This statement had been developed through discussion at the Leaders' Day. PCC agreed to adopt it for the present as a PCC 'strapline'.
- b. Values... see comments in Leader's Day notes:
Document: *Leaders Day June 2024 - Notes.docx*
Showing love, guided by scriptures: 1 Corinthians 13: 4-8a, "Love is ...", and Galatians 5: 22 – fruit of the Spirit.

6. Finance – for information and discussion

- a. Summary
Claire presented a report and a commentary covering finance up until the end of May, the latest month for which it was possible to prepare a statement, not least because of IT problems before the end of June.
PCC report May 24.pdf
PCC Report Commentary May 24.pdf
Tori Hewitt and Sharon Blackshaw are now sharing relevant information concerning St Andrew's finances.
Claire was able to encourage PCC that so far this year finance was on track to meet the published budget.
(Note added following: revised copies of both documents were circulated a few days after the meeting)
- b. Bank Accounts
Tori already uses the same software for PoTR accounts as are in use for COGS and St Andrew's. Because she needs to manage payments for various types of expenditure, she will need signatory rights to the St Andrew's accounts as well as those of COGS until they are unified.
Winchester Diocese has given notice that within one month it is closing the account where COGS has £55,000 on deposit. PCC recommended that sum be transferred into CCLA (Churches, Charities and Local Authorities) where St Andrew's already has £60,000.
As Wilma Hainsworth is stepping back from handling money invested with CCLA, new signatories are needed. After discussion, Howard proposed, with Peter seconding, that four people be appointed to act as signatories. Therefore, the following statement was agreed **unanimously**:
"PCC **resolves** that, going forward, the signatories to the CCLA account should be:
 - Peter George-Jones (Churchwarden)
 - Tori Hewitt (Bookkeeper)
 - Claire MacPherson (Treasurer)
 - Andrew Walters (Churchwarden)and that two signatures, always including that of Peter George-Jones, should be required."
- c. PCC asked Peter to convey its thanks to Sharon Blackshaw for managing the finances of St Andrew's after Tim Wettone stepped back from the role.

7. LCGs – for information and discussion

- a. Medstead
 - i. Local Church Group
 - 1. Peter spoke to the notes of a meeting of St Andrew’s LCG:
LCG St Andrew report 24-06-20.docx
 - ii. Building Update
 - 1. Bells
It is hoped that the bells, including the one that has been repaired will be reassembled and refitted in the third week in July.
 - 2. Re-ordering of chancel step area
Designated funds are available (and are invested in an account with the CCLA), having been donated before the Parish reorganisation. A faculty was raised on the diocesan system some years ago, but is now ‘paused’ whilst the LCG considers whether this is an opportunity to be more ambitious.
- b. Four Marks
 - i. Andy is still preparing to convene the first meeting of COGS LCG
 - ii. Building update
 - 1. Tower
A decision will need to be made about the oak timbers at the base of the wooden cap on the tower, which are seriously rotten.
 - 2. Kitchen
Some starter funding has been provided.
 - 3. Solar Panels
It is hoped that work will begin on fitting these at the end of July.

8. Safeguarding

- a. Safeguarding policy
COGS PCC had previously considered the proposed model policy passed down from the Diocese. It had made its concerns known about the amount of time it would take to perform the review process required by the model policy, for an annual ‘appraisal’ of each of maybe forty volunteers.
A local policy document for the Parish of Medstead and Four Marks is in preparation which will make appropriate reference to the national model. It will aim to allow such adjustments as to avoid denying Jane the time she needs properly to do the Family Minister’s job. It is hoped that the local document can be agreed with the Diocese within a few days.
- b. Meanwhile, Matt is still acting Safeguarding Officer, in addition to all the other responsibilities he carries, but it is to be hoped that a volunteer can be found to take that job on.

9. Staff – for information

- a. Youth and Children’s Minister – Virginia
Virginia has begun fortnightly visits to both Junior schools in the Parish to lead collective worship. It is planned to make these weekly after the summer break. She is also looking to build contacts with and bring a Christian presence to the two senior schools – Amory Hill where about 80% of Medstead children move on to, and Perrin’s to which a similar proportion of Four Marks children go.
- b. Family Minister – Jane Hughes
Jane’s initiatives in COGS building and with two local nurseries are flourishing, with the help of a number of volunteers from the Four Marks congregation. It is hoped that similar activities in Medstead might involve the St Andrew’s community.

- c. Administrator – Matt Senior
Matt works half-time for the Parish, Monday-Friday (and half-time in a school in Winchester). We recognise that his contribution to church life goes well beyond his office hours.
- d. Voluntary Assistant Administrator – Angela Botham
Angela has recently joined the office as a volunteer. She provides four hours per week of administrative support to Matt and some cover for holidays.

10. Church Schools news – for information

See 9a above.

There is still a need for a Foundation Governor to work alongside Mike Smith in Four Marks.

11. Deanery Synod – for information

The next meeting on 3rd July 2024 will be the first joint meeting between the Alton and Alresford Deaneries and will be held at Ropley. Rev Andrew Micklefield is taking oversight, as Acting Area Dean, of both Deaneries and Rev David Chattell, associate priest at POTR (formerly Rector of the Benefice of Farleigh, Candovers and Wield), is acting as Assistant Area Dean.

12. Health and Safety

Frank presented paper *24.06.29 Health and Safety Rpt.docx*. He reported that there were no issues of special concern to PCC.

13. Any Other Business

(to be notified before the meeting)

None.

14. Dates of Next Meetings

PCC:

(all on Tuesdays in 2024)

- 3rd September – a meal at the vicarage and meeting in COGS hall
- 15th October – at St Andrew's Church Hall
- 3rd December – arrangements to be agreed

It was agreed that a July date previously proposed would not be required.

PCC Secretary and Matt are to look at suitable dates for 2025. These should preferably be in the second half of months to allow time for financial reports to be prepared. A couple of PCC members asked if alternatives to Tuesday could be considered.

15. Closing Prayers

Howard closed the meeting with prayer at about 9.15pm