

## Minutes of PCC Meeting - Monday 27<sup>th</sup> April 2020

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

**Apologies:** Rob Burch

### 1. Welcome to new PCC members

Beverly welcomed Clare Byrnes, Rob Crossingham and Simon Moulden to the PCC and thanked them for their willingness to serve on the PCC.

### 2. PCC responsibilities

Beverly spoke about each of the documents that had been circulated:

- Role Description for PCC Members
- Trusteeship – an introduction for PCC Members
- Voted onto the PCC – what happens next?

and went through the key points of the role description.

Marguerite suggested that it would be useful for the PCC to look at the three discussion points in the 'Trusteeship' document.

**Action Trish:** to note this for a future meeting.

### 3. Approval of minutes

- 3.1. The minutes of the meetings held on 24<sup>th</sup> February 2020 and 15<sup>th</sup> March 2020 were approved.

### 4. Standing committee decisions

- 4.1. The standing committee decisions of 20<sup>th</sup> April were noted.

### 5. Vision Groups

Beverly talked the meeting through the Vision Group diagram, and encouraged all PCC members to be on at least one group. Beverly explained that the vision groups all report up to PCC for final decision making.

Carolyn outlined the role of the Mission Vision Group, which is particularly in need of members.

## 5.1. Finance Vision Group:

Chris reported summarised the main points relating to the quarter 1 accounts:

- The budget for Q1 is generally a quarter of the annual figures. There has been no extraordinary activity in the first three months and we have recorded a small surplus compared to an expected deficit.
- Regular giving is almost exactly budget.
- The Church Hall and Reading Room rental did very well in this first quarter, but that is usual.
- Expenditure in hall is above budget as we purchased new blinds and heating controls.
- Expenditure is slightly down on budget to give us the small surplus.
- The Chair Fund stands at £8,000, (it is actually now £8,500). Gift Aid will give a further £1,300. We therefore need to raise a further £5,000 (£1,000 of which will be Gift Aid)

Robin asked about the visiting organist expenditure and Chris explained that Jeremy invoices us and the invoice is approved by Beverly and one other.

Rebecca raised a question about the likely loss of income in the next quarter due to the hall being closed. Chris explained how he filled a questionnaire for the Diocese which showed our predicted losses. As a result of this, the Diocese is reducing our Parish Share. The reduction will be equivalent to a third of our estimated losses.

The meeting thanked Chris for getting the form filled in a short timescale and this rebate for us.

## 5.2. Worship Vision Group

Beverly updated the meeting regarding Worship. The main change has been with the recorded services going out online. Beverly thanked Trish for speed in which we could achieve that. We have had a great response with a high number of viewers (90-100) which equates to many more than that in individuals. We have a lot to learn from this for the future. Beverly expressed her gratitude to the Worship Vision Group and to all those involved. We have now also implemented a dial-in service of a portion of the service, primarily for those who aren't online.

### 5.3. Pastoral Vision Group:

During the corona crisis, Beverly and Marguerite have been working together to oversee pastoral care. It is a big piece of work – specially to look after those who are isolated and without internet access. The news-sheet is being printed and delivered by Simon Doran and family, to those we know to be 'off-line'.

The group is also reaching out to families with young children and also juggling work to see how we can support them.

Dray Court residents are also rather isolated so we're highlighting the phone-in service to them.

Rebecca asked if there had been an increase in funerals for Beverly. Beverly has taken four in the past month with one more possible. Two of these have been COVID related. All funerals have been of older people with underlying conditions.

## 6. Transforming Church Plan

### 6.1. Review of goals.

Beverly explained that every church has goals and plan and that our plan is now a couple of years in. We'll look at the plan in a coming PCC as many of the goals are now complete. All of us need to all start thinking about what the new goals may be.

## 7. Vicar's report

Beverly highlighted that this section of the meeting is a time to give thanks and celebrate the things we have done together.

Since the ;ast meeting everything has changed. Churches have closed and the lock down started. We have responded quickly with the production of the online service and now the phone-in service. Pastoral care has been a big area of focus and we are working hard to be a caring community.

There are many neighbourhood groups looking after their streets. For example, in Vicarage Gate people are sharing shopping deliveries.

We have seen a large increase in funerals.

In many ways, we have tried to carry on business as usual. The Vision Groups and Church Groups are still meeting and we are planning a Messy Church holiday club for half-term.

On a financial front, the chairs project is still moving forward and we hope to complete by the end of the year.

Beverly reminded us that she was due to take a sabbatical this year, having completed 12 years of ministry. Given the current challenges, she will no longer be taking this sabbatical and will be around as normal.

Simon Moulden offered thank to Beverly for giving up her sabbatical.

## **8. Safeguarding**

Julie explained that the safeguarding process underpins everything we do in order to make Church a safe place for everyone. Safeguarding is demonstrated in Risk Assessments, DBS checks, safer recruitment to name a few.

There has been a change at Diocesan level with Ian Berry now moving to work solely for Portsmouth Diocese. Ian previously dealt with any safeguarding incidents. Jane Huttly is taking over his role temporarily.

If anyone has a safeguarding query, they should come to safeguarding team first, rather than Diocese. The team is Julie, Beverly, Carolyn, Henrietta, Eve and Trish.

The Diocese is trying to put more training online. Our new members need to do basic training (a couple of hours) which is online. The sooner this can be done, the better.

The Parish Safeguarding Handbook (provided with the Agenda) is updated from last year. There have been some significant changes from the House of Bishops. The document is well written, in common sense language. We can print copies in time if people need them.

Julie emphasized that safeguarding is the responsibility of the whole PCC, with delegated responsibility to the Safeguarding Team – who report at each PCC meeting.

Beverly commended Julie for her role as Safeguarding Officer and offered many thanks.

## 9. Approvals

### 9.1. Online Quiz – 1st May 2020

**Proposal:** That we hold a Zoom Quiz on 1<sup>st</sup> May, run by Robin and technically facilitated by Trish.

**Proposed:** Paddy Payne; **Seconded:** Rebecca Brown; All in favour.

### 9.2. Messy Church Half Term Holiday Club (online videos)

**Proposal:** That we have a three day Messy Church holiday club at half term that will take the form of three pre-recorded online videos.

**Proposed:** Jo Smalley; **Seconded:** Carolyn Nicholls; All in favour.

### 9.3. Toddler Group – Zoom session

**Proposal:** To run a Zoom session for parents and toddlers with songs and activities.

**Proposed:** Trish Tye; **Seconded:** Martyn Whiteman; All in favour.

### 9.4. Toddler Group – Facebook page

**Proposal:** That the PCC approves the presence of a Toddler Facebook page (that has been in existence for some years)

**Proposed:** Jo Smalley; **Seconded:** Paddy Payne; All in favour.

**Action:** Safeguarding team to review the page and check it is not of any safeguarding concern.

## 10. Dates & Events

### 10.1. Calendar review

Beverly and Trish have been through the calendar and made some suggested changes, mostly with events being pushed forward where possible.

Carolyn explained that the usual Christian Aid activities will not be able to happen in May. We will promote giving online, but would be good to have an event..

**Proposal:** That we suggest people donate to Christian Aid in lieu of a 'ticket' for the upcoming online quiz.

**Proposed:** Julie Lodge; **Seconded:** Martyn Whiteman; All in favour.

Marguerite asked what we would do if the over-70s are kept in lock-down longer than those younger? Beverly replied that we would need to decide our response to that as a PCC.

## **11. Dates of future meetings**

PCC – 18th May

Standing Committee – 16th June 2020

### **PART 2** (*Confidential items*)

(none)

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

Minutes approved on 18<sup>th</sup> May 2020

Signed: