

**MINUTES OF ST GEORGE'S PCC MEETING HELD IN THE CHURCH
ON TUESDAY 20TH OCTOBER 2015 AT 8.00 PM**

Present: Fr Mike, Linda Wainwright (Churchwarden), Rosy Stone (Churchwarden), Elaine Shimbart (Deanery Synod), Barbie Lloyd (Deanery Synod), Sheilah Hall, Patricia Byrne, Tony Rice-Oxley, Dick Handy, Candy Williams, John Hood, Marian Haughton, Dawn Trimby (Treasurer), Jane Cook (Secretary)

	<u>ACTION</u>
1. Apologies for absence: Lynne McNeill	
2. Minutes of last PCC meeting on 1st September The minutes were agreed as a true and accurate record.	
3. Matters Arising <u>Page 2, Item 4c)</u> – Jane let Dick have the extract of the minutes for the Faculty <u>Page 2, Item 7a)</u> – Jane circulated the Social minutes from 21 st July to everyone. <u>Page 3, Item 10</u> – the Intercessions board was discussed at Pastoral and Rosemary Monk offered to make one which is now up and is portable so can be moved around if necessary. <u>Page 3, Item 11</u> – Tony to let Rod Starr know that a cover for the piano in the choir vestry has been agreed by the PCC if he would like to go ahead and order one. <u>Page 3, Item 12</u> – Dawn has paid the £20 towards the Christmas tree for Waterlooville. <u>Page 4, Item 14</u> – Mark Langtry was very thrilled with his gift. <u>Page 4, Item 16</u> – Jane sent a letter to Jenny Treagust.	TRO
4. a) Treasurer's Report Dawn gave the following report: "Income <ul style="list-style-type: none">• Donations are £27.76 from a wedding• Investment income of £212.25 is from the investment with the Diocese Expenditure <ul style="list-style-type: none">• Fundraising costs of £208.70 are to Think Ink for the calendars• £621.69 in photocopying was paid to Sharp for the quarterly copies Analysis of Liturgical Costs <ul style="list-style-type: none">• We have spent £478.70 on candles but have received £455.65 from votive sales• We spent £67.07 on palm leaves and palm crosses but we received £65.27 in donations to cover this.• We spent £253.99 on wafers but received £87.50, which we overpaid with a confusion over invoices.• We spent £65.73 on the paschal candle but the total cost of this was received as a donation.• Then we spent:<ul style="list-style-type: none">£226.99 on wine£43.99 on incense£71.39 on sermon aids£73.81 on server girdles£48 on baptism cards• We have received £475 in Liturgical donations so far this year.	

Pension/Payroll update

I attended the pension update held by the Diocese on Tuesday 13 October. Unfortunately due to the start time of 7pm and my work commitments I missed the first 15 minutes.

The basic information is:

- You must have your staging date, which is the date that your pension scheme must go live. Ours is 1 August 2017
- All employers have to have a pension scheme set up if you have an employee between the ages of 16 and 75 years old.
- The diocese suggests that we set our up with a company called NEST
- Our only employee is Lesley (Rod Starr is self-employed) and due to the fact that she earns less than £5722 we as the employer do not have to contribute. We do have to have a scheme set up and ready to go so that our employee can contribute into it if they so wish.
- Even if Lesley states she does not want to contribute we still have to set the scheme up in case whoever replaces her in the future would like to contribute.
- The Diocese has provided us with draft letters, which we can use when informing our employees of the details of the pension scheme and the levels of contribution if appropriate.
- This all seems good news, which it is as far as I can see it is just filling in some paperwork, however as with all things relating to HMRC nothing is simple. It would appear that the payroll software that we use, and is supplied by HMRC, is unable to deal with the pension scheme regulations. Therefore we would also need to consider changing the software that I process the payroll on each month. Victoria suggested one called PAYROO and I have previously used BRIGHT PAY. Both of these are free I believe but I will need to look into it. If we were to change the software this would need to be done at the end of the tax year otherwise it could just get too confusing.

I will keep everyone informed of my progress with this”.

Fr Mike thanked Dawn for attending this meeting.

Linda said that the Pilot Scheme for the Direct Debits for the giving looks to have worked extremely well, Dawn had the money in the account on 9th October.

Choir Books

When Rod Starr started he requested that we purchase some different Anthem Books. These books cost £421.95 which Dawn said we have paid. We put £100 in the budget each year for music support which left a shortfall. When we have weddings we pay the choir but they very rarely take the money but instead have been saving up for new choir robes. Margaret Deal gave the shortfall from the books to Dawn which was all the money they had been saving. Dawn didn't think it was fair that they did this so asked whether the PCC agreed that we should pay for these books and return the money to Margaret. This was agreed and the money handed to Linda to give to Margaret on Sunday. Rod needs a new cassock and all the men need new surplices which Tony said are being paid for by someone outside the church.

LW

b) Charity Treasurer's Report

Dawn reported that £174.83 went to the Blendworth Centre from 4 weeks retiring collections in September, a wedding and a baptism.

c) F&F & Quinquennial Report

The minutes from the meeting of 26th August were not ready for the last PCC meeting but were discussed and subsequently circulated after the meeting. The next meeting is on 3rd November and will talk about the budget before the next PCC meeting.

5. Pastoral Committee Report

The minutes of the meeting on 22nd September have already been circulated. Rosy said the annual Sunday School meeting took place on 6th September. Rosemary Monk made the Intercession Board which was discussed above. There is an informal meeting of Pastoral Visitors on Wednesday 28th October after the 10 am service.

Harvest – Barbie said she took a huge amount of food from our Harvest to the Food Bank and they have also had a lot of donations from other places. They have a huge amount in stock at the moment which is good with Christmas coming up so with the exception of Advent Calendars she thinks we can hold back now until after Christmas.

6. Hall Committee Report

PCC has received a note from Colin Monk asking the PCC to formally approve Malcolm Brewer as a signatory on the Lloyds account as he is taking over as Hall Treasurer in January. This was proposed by Linda Wainwright, seconded by Tony Rice-Oxley and agreed unanimously.

Tony reported that the Tuesday night Slimming World Group have left and gone to the Catholic Church but a lady who was attached to them is attempting to set up a new Slimming World group and we are hoping she is going to take Monday morning from January and Tuesday night from March. Colin had already offered a local Bridge Club a Tuesday night for 4 months which will take it to March. Linda from the Bereavement Group has been spoken to and seems happy to move if Slimming World want a Monday morning. A Dance Group from Sheffield who were setting up around the country were interested but have now pulled out. Elaine asked about problems with Victoria School of Dance. Tony explained they are a small group and we do have problems with them paying on time but we are keeping them on at the moment.

7. Other Committee Reports**a) Social**

Not met.

b) Fundraising

Last meeting was on 7th October but minutes have not been circulated yet. However a draft Activities Schedule 2016 has been sent out to some people with fundraising events each month to help boost our financial situation. Looking for someone to take over the merchandising side of the fundraising which Dawn has already started. They meet again on 8th December to make this Schedule more formal.

Tony said as of last night the Church Shop had taken £2,600.

8. Deanery Synod Report

The next meeting is on 12th November at St Wilfrid's Church, Cowplain.

JC

ACTION

9. **Church PA equipment**
Fr Mike said everyone is probably aware that we have been struggling with the PA system for some time. Waterloo Music Festival were talking about looking to pay towards it but Fr Mike says he feels it is now really critical that we get something done about it. He has suggested that we get it looked at professionally to see if there is anything that can be done with the current system and if not get a quote for installing a new system. PCC agreed that we get someone in to look at it and give us some options.
10. **Correspondence**
Communications Strategy – Chris Gadd who has been coming to St George's for the last year said at a George's Men event that he has noticed a gap in communication at St George's and has put together a case for a Communication Team to be set up which he would be happy to lead. Discussion followed and the PCC agreed that we should encourage Chris as he seems very keen to do something about this but agreed that it would need to be done very sensitively. It was agreed that Fr Mike would invite him to come along to the next PCC meeting on 9th November to explain his ideas further.
11. **Date of Next Meeting**
The next meeting will be held on Monday 9th November 2015 following the 7.30 pm Eucharist. Jane will be away for this meeting so Dick has kindly volunteered to do the minutes.
- The meeting closed at 9.05 pm

MS

MS

All
DH