

**MINUTES OF ST GEORGE'S PCC MEETING HELD IN THE CHURCH  
ON TUESDAY 19<sup>TH</sup> JANUARY 2016 AT 8.00 pm**

**Present:** Fr Mike, Linda Wainwright (Churchwarden), Rosy Stone (Churchwarden), Tony Rice-Oxley, Sheilah Hall, Patricia Byrne, Candy Williams, Marian Haughton, Lynne McNeill, Sonja Barrand, Dawn Trimby (Treasurer), Dick Handy (taking minutes)

**ACTION**

1. **Apologies for absence:** Jane Cook (Secretary), John Hood, Elaine Shimbart (Deanery Synod), Barbie Lloyd
2. **Minutes of last PCC meeting on 16<sup>th</sup> December**

The minutes were agreed as a true and accurate record.
3. **Matters Arising**

Page 1, Item 3 – Church PA System. The choir is in the process of moving from one side of the gallery to the other, allowing a sound control system to be installed in the front on the gallery where the choir have vacated. This will allow the radio microphone controllers to be moved into “line-of-sight” of the microphones. Once done, it is hoped that this will improve the quality of the system but if not then a replacement system will be pursued.
4. a) **Treasurer’s Report**

Dawn gave the following report:

Income

  - Donations include £53.43 from a baptism
  - Fundraising includes
  - £2068.37 Bazaar Takings, ££250 from Chris Gadd’s donations to bazaar, £215 bulb sales, and £13 from Holly sales
  - Included in extra-ordinary income is £581.89 from 100 club £88 from clothing sales and £350 donation from the social committee
  - We received £156.98 from our investment with the Diocese

Expenditure

  - Included with Admin is £399.60 for the CCLI license
  - Church maintenance includes £135.94 for Christmas lights and the floor mat as you enter church, and £264 for the lightning conductor test
  - Extra-ordinary expenditure includes £142.47 for church clothing and £140 for vicarage maintenance.
- b) **Charity Treasurer’s Report**
  - Lynne McNeill reported that in December £248.62 was collected for The Children’s Society and £89.23 was collected for The Rowans Hospice.
- c) **Fabric and Finance Committee Report**

The committee has not met since the last meeting however:

  - The Churchwardens held their annual review with the Parish Administrator and have agreed that her work hours will remain the same however; her hourly rate will be increased to £8.50 per hour (an increase of 50p). This is the first increase in salary for the administrator in three years and is still within the 2016 budget.

- Following the regular meeting between Fr Mike and the Churchwardens, it is planned to commence the rollout of the new Planned Giving Scheme on 21<sup>st</sup> February with letters, forms etc. This would allow for an April implementation. David Cavey has agreed to be the parish administrator for this scheme.
- There was a discussion regarding the counting of church money away from the church and the subsequent transporting and depositing of cash at the bank. This was seen as a possible risk and it was agreed that the Finance and Fabric committee should discuss this matter and then offer assistance if required.
- It is with regret that, for health reasons, Carol McKells must step down as Honorary Recorder. This is a role that Carol has carried out for several years but will now step down from March. A new Recorder is now being sought. The PCC would like to express their very sincere thanks to Carol for her many years of service in this role.

F&F

5. **Pastoral Committee Report**

Not met.

6. **Hall Committee Report**

Not met.

7. **Other Committee Reports**

a) **Social**

Not met.

b) **Fundraising**

Not met

c) **Communications Team (report from Chris Gadd)**

Chris Gadd provided a report from the Communications Committee with some specific requests for PCC consideration. These items and requests with related PCC responses are shown below:

**Report Item 2. Mission Statement**

There is one issue outstanding on the original remit and that is whether the PCC want to formally adopt a Mission Statement for the church. This is a discussion left over from the last PCC meeting.

The PCC is invited to discuss and provide a decision as to whether (in principle at least) they wish the church to adopt a Mission Statement (no decision is required at this stage as to what the statement will say).

- **Following an in depth discussion on the benefits of having a mission statement against not having one PCC decided on a vote of 9 to 2 against creating a mission statement.**

**Report Item 3. Email to All**

CG confirms that nobody asked to be opted out of the "All" distribution list when it came to circulating good news stories and reminders of events by email (indeed many have expressed positive support for the idea).

The Communications Team will therefore now (sparingly) send emails to the "all" list highlighting, in particular, our appearances in the Press and other church news / forthcoming events of particular interest.

Save for emergency news, the PCC is invited to agree a policy that any emails to the "all" list should be co-ordinated by the Comms Team (suggest CG in the first instance who will have knowledge of planned emailed news) to ensure the number of messages to congregants does not become an irritant.

- **This was agreed unanimously by PCC.**

#### **Report Item 4. Website**

The redesign of the website continues apace.

A draft of the new website can be viewed at <http://www.stgeorges.church/testing>

Social media and other links will be worked in hopefully in time for the launch as will some fresh photos for the scrolling carousel of pictures (which can be changed (perhaps seasonally) throughout the year).

The Communications Team are intending to formally launch the website in February on the 20th Anniversary of the launch of the original St George's website. The News will be invited and a newsworthy event will be arranged (to possibly include projecting pages of the website onto the side of the church). Details and dates to follow.

The PCC are invited to review and make any comments they feel appropriate as to the design / content of the new website such as it is.

- **This was passed on to PCC for review and action.**

#### **Report Item 6. Redesign of the Church Logo**

Following discussion with JJ and Fr Mike, CG has obtained the original logo designed by Richard Spurgeon as the one being used on letterheads, the bulletin and elsewhere has been used so often it has become something of a grey blur.

CG also suggested (a view supported by Neil Pugmire in his audit of our church) that we simplify the name on the logo to St George's Church Waterlooville (removing "the martyr" bit).

JJ has also asked we include a reference to our website in the logo and has redesigned the wording – attached at document 2).

Whatever logo is agreed upon will be used in all our communication from now on including letters, the bulletin, email footers etc in order to maintain consistency of message delivery and our "brand".

The PCC are invited to consider and approve the new logo to include dropping "the Martyr" part of the previous verbiage.

- **Following an in depth discussion PCC has decided unanimously that they do not wish to change the church logo. The current logo reflects the full official name of the church which is registered and recognized by several external organizations and should remain so.**
- **It was also noted that the church website address was requested to be incorporate in the logo. PCC decided that the website address, although important, should not be part of our official logo. It should only appear on the footer of any official letters etc. along with all other contact details.**

All PCC.

**Report Item 8. New signage (Main church sign)**

The PCC will recall that Neil (in his audit) indicated that the main sign to the right (opposite Asda) was in poor condition in his view, barely readable and probably needed replacing, a view shared by the Comms Team.

A quotation has been obtained from a Horndean-based firm (Key2 Plastics Limited) to replace the sign which comes in at £725 approx (inclusive of design, fitting and VAT).

Other quotes can of course be sought but are unlikely to be hugely different.

An example of Key2's signage work on which the quotation is based is attached with the Comms Report

The PCC are invited to consider whether this is a project they wish to pursue (and an expense they wish to incur) at this stage.

- **PCC agreed that something must be done regarding the main sign outside church. This is already a work item on the Fabric Maintenance list and has been referred to the Finance & Fabric committee for action and will which will also look at upgrading some internal notice boards.**

**ACTION**

F&F

8. **Deanery Synod Report**  
Not met

9. **Disabled Access into Church**  
Referred to the next Finance and Fabric Committee meeting

F&F

10. **Concerts in Church (item from Social Committee)**  
Currently Tony and Jane Rice-Oxley are normally the only people who administer support to the external concerts held in church. This involves opening and locking the church, assisting in layout of chairs, tending the door, assisting with refreshments etc. This is quite burdensome if there are only two people available therefore PCC has been requested to make themselves available to be asked to support these concerts. All were in agreement that PCC members should do so.

All PCC

11. **Correspondence/AOB**

- Fr Mike reported that, with Fr Ray being ill lately, it has highlighted a potential problem in getting male stand-in priests, specifically for the Wednesday 10:00am service. There is a significantly reducing number of available male priests in the Deanery resulting in a risk that there may be an occasion where only a woman priest is available. It is hoped that this would not occur however if this were case, Fr Mike would give as much notice as possible so that those who do not wish to attend the service may do so. It should be noted that this would be for Wednesday only services. It will **NOT** be for Sunday services. There was much discussion about this and some members felt that a lay-led service, using reserve sacrament, would be more acceptable. The PCC was not asked to vote on this matter.

12.

**Date of Next Meeting**

The next meeting will be held on **Monday 22<sup>nd</sup> February 2016** in church at 8.00 pm following the Eucharist.

The meeting closed at 8:55 pm

All