

**MINUTES OF ST GEORGE'S PCC MEETING HELD AT THE VICARAGE  
ON TUESDAY 10<sup>th</sup> MAY 2016**

**Present:** Fr Mike, Rosy Stone (Churchwarden), Barbie Lloyd (Deanery Synod), Elaine Shimbart (Deanery Synod), Sheilah Hall, Lynne McNeill, Dick Handy, Patricia Byrne, Malcolm Brewer, Chris Gadd, Dawn Trimby (Treasurer), Jane Cook (Secretary)

**ACTION**

1.       **Opening Prayer**

Fr Mike opened the meeting with prayers.

2.       **Apologies for absence:**

Colin Monk, Norma Kershaw, John Hood (Churchwarden), Candy Williams

**Welcome to new members**

Fr Mike thanked everyone for coming and welcomed the new members – John Hood who was already on the PCC but has taken over from Linda Wainwright as Churchwarden, Colin Monk who has served on the PCC before, Malcolm Brewer, Chris Gadd and Norma Kershaw. Welcome back to Patricia Byrne who was co-opted last year and now becomes a full PCC member for 3 years. Fr Mike explained the timing of the PCC meetings which are mostly held at 8 pm following the 7.30 pm Eucharist in church. The times/venues are all on the list of dates already circulated to everyone. These meetings always finish by 9.30 pm and any remaining items carried over to the next meeting. We have no “Any Other Business” on the agenda but if you would like something raised please let Jane know who will put it as an item on the agenda.

There are two changes to the agenda:

8a) Application for tree work in the grounds of the church

9a) Communications report with 2 specific questions being raised

**Ballot for new PCC members**

A ballot is needed as John Hood has taken over as Churchwarden and still has one year to serve on the PCC so we need one person to stand for one year. Fr Mike explained that whoever stands for one year will be able to re-apply straight away again next year. Malcolm kindly offered to stand for one year and will re-apply again at the next APCM.

**Co-option of members (if necessary)**

No co-options were necessary this year.

3.       **Minutes of last PCC meeting on 5<sup>th</sup> April and amendments**

The minutes were signed as a true and accurate record.

4.       **Matters Arising**

Page 1, Item 3 – new words for the baptism service - in hand.

Page 1, Item 3 – the 2 churchwardens, John Hood and Rosy Stone, will accompany Fr Mike to the 3 day conference at Old Thorns from 10-12 October.

Page 3, Item 5 – Fr Mike said the Safeguarding Policy has been signed and is up on the noticeboard.

Page 5, Item 10 – Fr Mike asked if anyone is available from 1.30-3.00 on

**ACTION**

Sunday 22<sup>nd</sup> May to open up the toilets and be on hand for the Hordean Brass Band concert rehearsal in case they need anything. Fr Mike and Linda Wainwright will take over at 3.00 pm for the concert. John was going to do it but now can't. Patricia volunteered and Fr Mike will make sure she has the keys that morning.

PB/MS

5. **Elections and Nominations:**

- a) **Secretary** – Jane agreed to carry on as Secretary. This was proposed by Elaine Shimbart, seconded by Sheilah Hall and agreed unanimously.
- b) **Treasurer** – Dawn agreed to carry on as Treasurer. This was proposed by Jane Cook, seconded by Dick Handy and agreed unanimously.
- c) **Vice-Chairman of PCC** – this will be Rosy Stone as longest serving Churchwarden. Rosy agreed to this. This was proposed by Barbie Lloyd, seconded by Dawn Trimby and agreed unanimously. Fr Mike explained that as outgoing churchwarden Linda Wainwright is entitled to attend PCC meetings for the next year if she wishes to.
- d) **Standing Committee Membership** – Fr Mike, 2 Churchwardens, Secretary and Treasurer. This committee only meets in an emergency and can spend up to £1000. Proposed by Malcolm Brewer, seconded by Patricia Byrne and agreed unanimously.
- e) **Electoral Roll Officer** – Tony has agreed to carry on as Electoral Roll Officer. This was proposed by Dawn Trimby, seconded by Sheilah Hall and agreed unanimously.
- f) **Youth Coordinator/Child Protection Officer/Vulnerable Persons Coordinator** – Sonja Barrand has agreed to carry on in this role. Proposed by Lynne McNeill, seconded by Jane Cook and agreed unanimously.
- g) **Training Liaison Officer** – Candy Williams. Proposed by Elaine Shimbart, seconded by Barbie Lloyd and agreed unanimously.
- h) **Disability Awareness Officer** – Barbie Lloyd spoke about her role and agreed to carry on. As she hasn't had any literature for some time she will investigate further. Proposed by Patricia Byrne, seconded by Dick Handy and agreed unanimously.
- i) **Honorary Recorder** – David Cavey has just taken over from Carol McKells as Honorary Recorder. Dawn explained what this role entailed. This was proposed by Dawn Trimby, seconded by Malcolm Brewer and agreed unanimously.
- j) **Appointment of Churchwardens' Assistants** – Tony Rice-Oxley and Jaye Warren are happy to continue. The PCC were happy for them to continue and it was agreed unanimously.
- k) **Others**  
None

BL

6. **Charities Account Treasurer** – Lynne McNeill agreed to carry on as Charities Account Treasurer. There is a separate Charities account at Lloyds. Dawn collects the money each Sunday and banks it and Lynne sends it to the chosen charity and keeps the noticeboard up to date. The charities are chosen each year by a small number of people from the PCC and most of the charities have been suggested by members of the congregation. This was proposed by Chris Gadd, seconded by Rosy Stone and agreed unanimously.

7. **Formation of PCC Committees**

Fr Mike explained that these are the 3 main committees of the PCC and are statutory. All the other committees eg Social, Fundraising,

## ACTION

Communications etc are not statutory but are things we choose to do. Quinquennial was explained. This is an inspection by the architect who comes up with things that need to be done in the church. We are very lucky to have George's Men who do a lot of this work saving us a lot of money. The church also has a log and terrier. The terrier records everything in it that is owned by the church and things that have been given in memory of people. The log records all the work that has been done in the church. The churchwardens go through them once a year and update them. The Church of England has its own planning authority and if work needs doing we have to apply for a Faculty which is like planning application. The Archdeacon does an inspection visit every 5 years.

Dawn told PCC members not to be put off going on the F&F committee as there is really not much about finance as she does all that but more to do with the church itself.

Fr Mike went round all the PCC members to ask which committee(s) they would like to be on.

a) **Fabric & Finance & Quinquennial**

Malcolm Brewer  
Patricia Byrne  
Chris Gadd  
Sheilah Hall  
Dick Handy  
John Hood  
Colin Monk  
Dawn Trimby

**Next Mtg:**

Monday 23<sup>rd</sup> May  
7.30 pm

Dick's, 8 Topaz Grove

b) **Pastoral & Mission**

Barbie Lloyd  
Elaine Shimbart  
Rosy Stone  
Candy Williams

**Next Mtg:**

Tuesday 24<sup>th</sup> May  
8.00 pm

Rosy's, 37 Tor Close

c) **Hall**

Malcolm Brewer  
Jane Cook  
Sheilah Hall  
Dick Handy  
Norma Kershaw  
Lynne McNeill  
Colin Monk

**Next Mtg:**

Wed 13<sup>th</sup> July  
10.45 am

Church Hall

Churchwardens can attend any of the sub-committees.

Co-opted members will be invited and agreed by the various Committees at their first meeting.

The Chair of each Committee will also be agreed at the first meeting.

Electoral Roll Officer: Tony Rice-Oxley

Training Liaison Officer: Candy Williams

Child Protection/Youth Coordinator/Vulnerable Persons Coordinator:

Sonja Barrand

Disability Awareness Officer: Barbie Lloyd

Charities Account Treasurer: Lynne McNeill

Honorary Gift Aid Recorder: David Cavey

### 8. **Treasurer's Report**

Dawn gave the following report:

**Income**

- Donations are from a baptism - £62.53
- Fundraising is made up of £20 5p's in a bottle towards pew cushions, £100 Bonusball, £40 from a coffee morning at Margaret Deal's and £40 from plant sales

- The gift day raised a total of £1129 (£1045 in April)

Expenditure

- Bookstall is the payment to Bible reading fellowship - £182.70
- Liturgical costs are for Palm branches, wafers and Baptism cards
- Church maintenance £115.11 has been paid to George's men for materials for work carried out in the church saving us money in the process

Report on annual Treasurer's meeting

I attended the annual Treasurer's meeting last night at Rowlands Castle. Victoria James was there and gave a talk about Stewardship in the Diocese. She talked about the success of the Parish Giving Scheme so far some facts are:

- 13 dioceses have registered and are active in the Havant Deanery
- In April 2016 over £1million + gift aid has been returned to parishes

In our Diocese

- 55 parishes are registered
- This includes the Cathedral and the PDBF system
- A further 5 parishes are getting ready to launch
- There are over 1000 donors
- The average giving levels are higher than the national average – Diocese average £11.40 National Average £13.00 PGS Average £15.06

She then went on to talk about new resources for stewardship. These are

- 'Reimagining the Offertory', which includes suggested hymns to use as the plate/bag is handed around. These resources are available under the parish resources section on the website
- "Beyond the Collection Plate" which is also available to download but costs £7.99

There will be events planned for later in the year regarding these two items.

'Giving for Life (reignited)' is being launched next week and again there will be events for this in the autumn. This was originally launched in 2009.

'Wills and Legacies' these resources have only just become available and will be circulated to all PCC's

Victoria is happy to work with PCC's in any of these areas if we feel the need after these events.

We then went on to talk about the success/failure of the Bishop's Lent Appeal this year. One person said they felt that the charities were not pitched right as they collected a lot less than previous years. One parish runs a Friday soup kitchen on every Friday during lent and all the proceeds are given to the appeal.

Collections at weddings/baptism's were discussed and how we can increase the amount given. Splitting the collection between a charity and a church was suggested as we do, but for weddings the charity choice

BL/Pastoral

was given to the Bridal couple. Another church adds the competitive angle to this in that whichever wedding has the largest collection enables the bridal couple to choose the charity half of all the collections go to. This would only work if you have more than one wedding though.

It was pointed out that people going to weddings may have money in their pockets but that is normally saved for the bar later in the day. If possible parishes should look at possible ways to take donations via mobile phones. Schemes like text giving for example. Dick said he has all the information on this at home.

Finally the discussion ended on toilets. Apparently you can twin your toilet with a toilet anywhere in the world. It costs £60 a toilet and in return you get a photo of your twinned toilet to put up and a GPS location just in case you want to visit it. This has been particularly popular with younger members of the congregation and highlights the need for cleanliness and drainage.

Dawn went through the monthly overview sheet and explained it for the benefit of new PCC members. The Quota now called the Parish Share is our biggest outlay. St George's share this year is £56,000 which Dawn said we choose to pay over 10 months so do not pay anything in December or January. This amount is determined by the Diocese and since Dawn has been Treasurer we have always paid our Share in full every year. Fr Mike explained that about 90% is used for paying the clergy. The rest for housing, training, church schools, Archdeacon, the Diocesan offices and also subsidises smaller parishes.

#### **Charities Treasurer's Report**

Lynne said April retiring collection raised £192.94 for the Rowans Hospice.

In May there were two charities Let the Children Live shared with Christian Aid. We have also been collecting for Save the Children Famine in Ethiopia so Lynne suggests we put Let the Children Live in again later in the year.

#### 8. a) **Tree Work**

Colin has already circulated a proposal from F&F regarding trees in the churchyard. In his absence Dick said F&F discussed the yew trees overhanging the path to the church hall and the health and safety implications of bird and berry droppings on the path. It is proposed to reduce the height of the yew trees and crop the overhanging branches. The yew tree next to the Sacristy needs attention as does the one by the choir vestry. It is proposed that the height is reduced on both and remove the branches hanging over the shops and re-shape them. The cherry tree next to the pavement to the right of the church needs lower branches removing and reshaping. The large holly tree leans over the path and is very close to the path so it would look stupid if it is cropped on one side so it is recommended that this tree is removed to ground level. The roots would not be taken out as that may have an impact on some graves. Colin presented 3 quotations to F&F on 18<sup>th</sup> April and it was decided to go with Blendworth Tree Surgeons at a cost of £1,620. They have undertaken work at other local churches.

PCC need to discuss and agree an option tonight. One option is that we have a Schedule B for the cutting of the yew trees and the cherry tree to

be discussed by Linda Wainwright with the Archdeacon on her visit this week and hopefully get her agreement to go ahead with this work. However, we would need a Faculty to remove the holly tree which Dick is happy to complete but this will take time and will obviously cost more money as we have to pay for the Faculty (£140) and would have to pay extra for Blendworth to come back to do this work. The second option is to wait for the Faculty to be agreed and have the work done altogether but this would probably not be until the autumn.

Dick Handy then proposed that the PCC accepts the quotation from Blendworth Tree Surgeons of £1,620 to cut back the yew trees and the cherry tree and cut the holly tree down to ground level. This work would take place once the Faculty is received. This was seconded by Patricia Byrne and agreed unanimously.

DH

9. **Approval of Waterlooille Music Festival Programme and any other trips etc for insurance purposes**

Fr Mike explained that we use the Ecclesiastical Insurance Group. This is a very good company which has a wide policy for parishes so anything the parish does is covered. The PCC were happy to approve the following as approved PCC events:

Sat 11 <sup>th</sup> June	Summer Fete
11-19 <sup>th</sup> June	Waterlooille Music Festival
Tues 9 <sup>th</sup> August	Parish Trip on the Solent

These were agreed unanimously.

9. a) **Communications Team**

An e-mail regarding ChurchLive had already been circulated to PCC members before the meeting. Chris explained that ChurchLive is a new year long project from the CofE in partnership with TwitterUK to broadcast church services across the world using the app 'Periscope'. Chris has nominated St George's to broadcast a service. The whole project finishes on 2<sup>nd</sup> October. Chris has asked that we broadcast on the last Sunday 2<sup>nd</sup> October which they will consider although they cannot promise we can have the last Sunday. If this is not possible we will broadcast on Sunday 25<sup>th</sup> September (the day after Fr Mike returns from holiday). We film it ourselves and would need a couple of IT whizzes to make this possible. Dick says he already knows about this App. As far as Chris is aware there are no cost implications although there may be a need to buy a booster kit for boosting our wifi which Dick says would cost approximately £30 or £40. Chris will feedback nearer the time about a rehearsal one Sunday.

Chris Gadd proposed that the PCC agree that we take part in ChurchLive and that Chris convenes a small working party to put this all together. This was seconded by Dick Handy and agreed unanimously.

CG

10. **Dates of Future Meetings:**

Fr Mike said please note that next year the APCM is not on St George's Day as it clashes with the Walsingham pilgrimage.

**ACTION**

2016

Tuesday 7<sup>th</sup> June

Monday 18<sup>th</sup> July

Monday 26<sup>th</sup> September

Tuesday 25<sup>th</sup> October

Wednesday 14<sup>th</sup> December at The Vicarage (7.30 pm)

2017

Monday 9<sup>th</sup> January

Tuesday 21<sup>st</sup> February

Wednesday 29<sup>th</sup> March

Barbie said in future could we avoid beginning and end of half term weeks please.

MS/JC

Unless otherwise stated all meetings start at 8 pm in Church following the 7.30 pm Eucharist.

**Please let Jane have your apologies in advance of the meeting if you are unable to attend.**

All meetings should finish no later than 9.30 pm.

11.

**Date of APCM 2017**

It was confirmed that the APCM will be held on **Sunday 30<sup>th</sup> April 2017** in Church following the 10 am Eucharist.

All

12.

**Correspondence**

• **Church key safe**

Fr Mike said people may be aware that the key safe in church was stolen. Tony Rice-Oxley advises that he has paid for the four new locks (front door, rear door and choir side door) complete with 2 keys each and a replacement safe costing £297.30. The insurance will pay for this less the £100 excess and Tony will send them a copy of the bill. He has also paid £172.95 for duplicate keys for the front door and the through door plus one for the side door which is not reclaimable from the insurance. 6 keys have also been cut for the side choir door at an additional cost of £21.45 and not reclaimable from the insurance. Also need a new key record book.

• **Handrails**

Eileen Oades sent a letter saying as an elderly church member she is very grateful for the rails that have been put from the church down to the hall and also delighted to now find a new rail from the church hall to the car park. Eileen kindly enclosed a cheque for £50 to help towards the cost.

13.

**Date of Next PCC Meeting**

The next PCC meeting will be held on **Tuesday 7<sup>th</sup> June 2016** following the 7.30 pm Eucharist.

All

There being no further business the meeting closed at 9.10 pm followed by drinks and nibbles to welcome the new members.