

**MINUTES OF ST GEORGE'S PCC MEETING HELD AT THE VICARAGE  
ON TUESDAY 16<sup>th</sup> MAY 2016**

**Present:** Fr Mike, John Hood (Churchwarden), Anne Morgan (Churchwarden), Barbie Lloyd (Deanery Synod), Candy Williams (Deanery Synod), Norma Kershaw, Sheilah Hall, Dick Handy, Patricia Byrne, Malcolm Brewer, Chris Gadd, Sandra Hewett, Lesley Handy, Jane Cook (Secretary)

**ACTION**

1. **Opening Prayer**

Fr Mike opened the meeting with prayers.

2. **Apologies for absence:** Dawn Trimby (Treasurer); Colin Monk

**Welcome to new members**

Fr Mike thanked everyone for coming and welcomed the new members all of whom have been on the PCC before – Anne Morgan who was elected as Churchwarden when Rosy Stone stood down, Malcolm Brewer who stood for one year last year as John Hood was made Churchwarden and has been re-elected for a further 3 years, Sandra Hewett and Lesley Handy and Candy Williams who has been elected as Deanery Synod representative and welcome back to Barbie Lloyd who has been re-elected for a further 3 years as the other Deanery Synod representative.

Dates of all PCC meetings up to the APCM on 22<sup>nd</sup> April 2018 are all on the list of dates circulated again with these minutes. During the Interregnum all meetings will start at 8.00 pm in Church. These meetings always finish by 9.30 pm and any remaining items will be 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.

JC

All

**Ballot for new PCC members**

Not needed this year.

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

None.

3. **Minutes of last PCC meeting on 29<sup>th</sup> March 2017 and amendments**

The minutes were signed as a true and accurate record.

4. **Matters Arising**

Page 1, Item 3 – Dick has arranged the First Aid training for the afternoon of Friday 26<sup>th</sup> May.

Page 2, Item 4d – For new PCC members Fr Mike explained that we have received money from HBC and Edwards and the Co-op Funeral Directors to renew the benches in the churchyard. John said they hope to make a start in July and will do the one to the left of the main church door to start with.

Page 3, Item 5 – John said there are two people going along on Saturday from St George's.

Page 5, Item 13 – John said a draft Parish Profile was submitted to the Diocese and a list of suggestions and amendments were received from Anne Stunt which John has nearly worked his way through. He thanked Fr Mike who has been a great help in getting it factually correct. Barbie asked what sort of things she had come up with and John said that the

Diocese wanted everything quantified – eg committees and numbers, age of PA system etc, names of all the schools in the area not just the Parish. We received a lot of demographic information from HBC which has now been incorporated into the Profile rather than as a separate Appendix and also all the school e-mail addresses have been added. John will forward the final version to the PCC as soon as it is ready as PCC have to approve it. We are well ahead with the Profile as it can't actually be submitted until Fr Mike has left.

JH

**Minutes of Extraordinary PCC meeting held on 2<sup>nd</sup> May to discuss the damage to the Font and Paschal Candle**

The minutes were signed as a true and accurate record of the meeting.

John gave an update. The damage is confined to the stone top bowl and the pillar. We have had 2 quotes – Chichester Stoneworks and Edwards gave us the name of two stonemasons to quote. One of these has proposed that we shorten the pillar by 3 in. and put a new bowl on. They said that good quality Portland stone is in very short supply because the War Commission are replacing the WW1 headstones and are now doing WW2 headstones. They think it will cost in the region of £1600-£1700 which is covered by insurance. Fr Mike thanked Chris who has set up a JustGiving page and the total is just over £500 so far. This is for people to contribute to the security of the church as we are proposing to install a 4 camera CCTV system – one camera in the porch, one above the door as you come in, one near the altar looking back towards the font and one in the Sacristy lobby. Government legislation restricts viewing to one or two nominated people who have the right to look at the images and can even stop Police from looking at it. John said we have started a Faculty and now need firm quotes. The Architect will need to agree the company we use. Edwards are keen to get someone to quote for it as they want to make a donation towards it. Elaine and Gerry Shimbart have agreed to donate £200 each of their annual grant from HBC. Jane to complete the application form. If the congregation want to donate they can put in a marked envelope and hand to Dawn.

JC

5. **Elections and Nominations:**

- a) **Secretary** – Jane agreed to carry on as Secretary. This was proposed by Barbie Lloyd, seconded by Candy Williams and agreed unanimously.
- b) **Treasurer** – Dawn agreed to carry on as Treasurer. This was proposed Malcolm Brewer, seconded by Dick Handy and agreed unanimously.
- c) **Vice-Chairman of PCC** – John Hood agreed to take this on as the longest serving Churchwarden. This was proposed by Dick Handy, seconded by Lesley Handy and agreed unanimously. Fr Mike explained that as outgoing churchwarden Rosy Stone is entitled to attend PCC meetings for the next year if she wishes to.
- d) **Standing Committee Membership** – at the moment this is Fr Mike, 2 Churchwardens, Secretary and Treasurer. This committee only meets in an emergency and can spend up to £1000. Once Fr Mike leaves, Dick Handy agreed to be the PCC representative on this Committee until the new Incumbent starts. This was proposed by Malcolm Brewer, seconded by Barbie Lloyd and agreed unanimously.
- e) **Electoral Roll Officer** – Tony Rice-Oxley has agreed to carry on as Electoral Roll Officer. Fr Mike said Tony has done a very good job this year to get it totally up to date. He also holds a list at the end of the Electoral Roll which has 18 more people on it at present eg Priests

worshipping at the church who are not allowed to be on the Electoral Roll and new people who have not been with us long enough to go on the Roll. This was proposed by Patricia Byrne, seconded by Norma Kershaw and agreed unanimously.

- f) **Youth Coordinator/Child Protection Officer/Vulnerable Persons Coordinator** – Sonja Barrand has agreed to carry on in this role. Proposed by Anne Morgan, seconded by Sheilah Hall and agreed unanimously.
- g) **Training Liaison Officer** – Candy Williams. Candy said she is happy to remain although she has had nothing to do recently. Proposed by Barbie Lloyd, seconded by Dick Handy and agreed unanimously.
- h) **Disability Awareness Officer** – Barbie Lloyd agreed to carry on. Proposed by Jane Cook, seconded by Anne Morgan and agreed unanimously.
- i) **Honorary Recorder** – David Cavey has agreed to carry on. Fr Mike said David looks after people who pay by envelope and he is the only person who can match up the number on the envelope and name of person. He also oversees the Parish Giving Scheme. This was proposed by Candy Williams, seconded by Lesley Handy 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 they were proposed by Malcolm Brewer, seconded by Patricia Byrne and agreed unanimously.
- k) **Data Protection Officer** – Dick Handy said this would be needed when we get the CCTV system in the church. Proposed by John Hood, seconded by Sandra Hewett and agreed unanimously.

6. **Charities Account Treasurer** – Lynne McNeill agreed to carry on as Charities Account Treasurer. There is a separate Charities account at Lloyds. Lynne sends the money 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 Malcolm Brewer, seconded by Patricia Byrne 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, 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 a planning application. The Archdeacon does an inspection visit every 5 years.

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

**ACTION****a) Fabric & Finance & Quinquennial**

Malcolm Brewer  
Chris Gadd  
Dick Handy  
John Hood  
Colin Monk  
Dawn Trimby

**Next Mtg:****b) Pastoral & Mission**

Patricia Byrne  
Sheilah Hall  
Lesley Handy  
Barbie Lloyd  
Anne Morgan  
Candy Williams

**Next Mtg:**

20<sup>th</sup> June  
8.00 pm  
77 Durley Avenue

**c) Hall**

Malcolm Brewer  
Jane Cook  
Sheilah Hall  
Sandra Hewett  
John Hood  
Norma Kershaw

**Next Mtg:**

10.45 am  
Church Hall

JH/MB

John agreed to arrange the date of the next F&F Committee, Malcolm will arrange the next Hall Committee date and they will let everyone know. Anne said Pastoral has already been arranged for 20<sup>th</sup> June at 8.00 pm at Rosemary's house.

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.

Please let Jane know once these have been agreed so she can do a full list to put on the noticeboard in church.

**8. a) Treasurer's Report**

In Dawn's absence Dick read out her report:

**Income**

- Donations include amounts from the porch collection box and a baptism
- £68.88 for votive sales was included within the liturgical gifts
- Fundraising figure of £220 is from bulb sales
- Fees rec'd includes £100 wedding deposit
- Bookstall is all Bible reading fellowship
- Extra-ordinary income includes £200 donation for the piano cover £290 contribution towards the benches in the grounds £300 Friday coffee morning and £600 social committee
- £25 has been received for the font

**Expenditure**

- Gas and Electric includes two months' worth of usage
- Liturgical costs are for alter breads, incense, candles, baptism cards and the 2018 lectionary
- Extra-ordinary expenditure is for the plaque to go on the defibrillator

Dick said income is down on budget to date by around £2,000 on where we would like to be but Fr Mike said you must remember that the major fundraisers are coming up and John said that Gift Day has so far raised around £1350.

Lynda Sheffield is currently Dawn's Assistant for counting the money and banking it. At the end of June when Lynda leaves Dawn will need another Assistant and there are 4 volunteers – Colin Monk, Dick Handy, John Hood and Malcolm Brewer who need to be agreed by PCC. This

**ACTION**

was proposed by Lesley Handy, seconded by Anne Morgan and agreed unanimously.

DT

Dawn would like the PCC to approve the change in signatories for the bank account to Dawn Trimby, Jane Cook, John Hood, Anne Morgan and Dick Handy. This was proposed by Dawn Trimby and seconded by Chris Gadd and agreed unanimously.

DT

Dawn has received a letter dated 31<sup>st</sup> March from Alan Elliott, Havant Deanery Finance Treasurer which calculated our Capitation Fees for 2017 of £20. Dawn has already dealt with this but in the same letter Deanery Synod approved the proposal that a request should be made to each parish for a voluntary donation of £50 to support the Diocese of Koforidua in Ghana. Dawn would like PCC approval to pay this £50 from St George's. After discussion it was agreed that we should pay this donation of £50. This was proposed by John Hood, seconded by Dick Handy and agreed unanimously.

DT

b) **Charities Treasurer's Report**

Jane read out the figures below which were provided by Lynne McNeill for April:

£75 for the PC Keith Palmer Appeal

£79 for the Waterlooville Foodbank from the Good Friday Lunch

£127.37 for the Bishop's Lent Appeal

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

The PCC were happy to approve the following as approved PCC events:

Fri 26 <sup>th</sup> May	First Aid training in the Hall
Sat 3 <sup>rd</sup> June	Defibrillator training in the Hall
Thurs 8 <sup>th</sup> June	Polling Station in church for General Election
Sat 10 <sup>th</sup> June	Summer Fete
10-18 <sup>th</sup> June	Waterlooville Music Festival
Sat 22 <sup>nd</sup> July	Parish Trip to Windsor
2017-18	Tweenies & George's Men Programme
2017-18	Maintenance work under supervision of Men's Group
2017-18	Various stalls in church grounds during year

These were approved unanimously.

10. **Dates of Future Meetings:**

2017

Monday 5<sup>th</sup> June

Wednesday 19<sup>th</sup> July

Monday 4<sup>th</sup> September

Tuesday 17<sup>th</sup> October

Wednesday 15<sup>th</sup> November

Monday 11<sup>th</sup> December

2018

Monday 8<sup>th</sup> January

Wednesday 21<sup>st</sup> February

Wednesday 21<sup>st</sup> March

**ACTION**

During the Interregnum all meetings will start at 8 pm in Church.

All

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

All

All meetings should finish no later than 9.30 pm.

11. **Date of APCM 2018**

It was confirmed that the APCM will be held on **Sunday 22<sup>nd</sup> April 2018** in Church following the 10 am Eucharist.

All

12. **Correspondence**

- PCC are requested to pay half the total bill of First Aid training with WMF - £175 each. Proposed by Dick Handy, seconded by Sheilah Hall and agreed unanimously.
- Fr Mike has received a letter from Iceland's HQ in Flintshire who are organising for a firm from Canvey Island to remove the ivy off their wall behind the Garden of Rest. They are going to place boarding over the Garden of Rest and put scaffolding on top of it to do this work. They were supposed to start today.
- Proposed block of flats for Wellington Way. Discussion took place and it was felt that a block of flats this tall in the middle of Waterlooville would probably not be approved. Barbie said we have to be careful what we say as she doesn't think realistically we would actually have any grounds to contest it as none of us actually live at the Church? Wellington Way really could do with sorting out and she thinks the best we can do is ask them to avoid any noisy works at all during the key week of June, and for any funerals that we have during the building period. We may have more luck with that request if we don't contest the whole thing. Fr Mike, Dick and Adina are going to try to attend the meeting on 24<sup>th</sup> May if Fr Mike can get tickets. No-one is allowed to speak at the meeting.

DT

MS

13. **Date of Next PCC Meeting**

The next PCC meeting will be held on **Monday 5<sup>th</sup> June 2016** following the 7.30 pm Eucharist.

There being no further business the meeting closed at 8.40 pm followed by drinks and nibbles to welcome the new members.