

MINUTES OF ST GEORGE'S PCC MEETING HELD IN THE CHURCH ON TUESDAY 17TH OCTOBER 2017 AT 8.00 PM

Present: John Hood (Churchwarden)(Chair), Barbie Lloyd (Deanery Synod), Candy Williams (Deanery Synod), Sheilah Hall, Norma Kershaw, Colin Monk, Malcolm Brewer, Sandra Hewett, Dick Handy, Lesley Handy, Jane Cook (Secretary)

ACTION

1. **Apologies for absence:** Anne Morgan (Churchwarden), Patricia Byrne, Chris Gadd, Dawn Trimby (Treasurer)

John welcomed everyone to the meeting and thanked them for coming.

2. **Minutes of last PCC meeting on 4th September**
The minutes were agreed as a true and accurate record.

3. **Matters Arising**

Page 1, Item 3 – Colin said this was discussed at F&F and agreed no action to be taken at this point.

Page 1, Item 3 – John has returned the parish mobile phone to Lesley following her holiday.

John also advised that the BT telephone at the Vicarage was taken out by Fr Mike in his own name. The number has now been withdrawn. BT will install a second line into the Vicarage on 3rd November and once installed we can apply to change the number back to what we want it to be. The lady who is renting the Vicarage has confirmed that the answer phone and fax have been locked away in a cupboard. Costing for line rental is £65 + £18 a month. John said there is also an outstanding charge of £400 from BT for termination of services. As Fr Mike has taken a similar package out in his new house this amount may be waived.

Page 1, Item 3 – Storage for the shop – most of the stored items are now in the shop and John said thank you to everyone who has donated stuff for the shop.

Page 1, Item 3 – John said that Friday coffee seems to be working well but there have been a few parking issues in the church car park which are being sorted out with Slimming World. Organisers to be asked not to put the urn on top of the piano.

Page 2, Item 4c) – Jane completed and returned Form 34 to the Diocesan Registrar with a copy to the Bishop.

Page 3, Item 5c) – on agenda

Page 5, Item 14 – the Diocesan budget has come out at £2,000 less than we had budgeted for 2018.

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

Dawn gave the following report:

Income

- Included with donations is £50 donation from the Southern Co-op events team
- Included within fundraising is £100 bonus ball and £135.10 from Margaret Deal's coffee morning

JH

Expenditure

- Fees paid out are all to clergy covering the services apart from £140 paid to Mark Langtry to cover Rod's holiday. In his contract with us it states that we will cover 4 weeks holiday during the year and Rod chooses to take all of this in August
- Liturgical costs are for wafers and communion wine
- Extra-ordinary expenditure is payment of £780 to Chichester Stoneworks for the repair to the font.

b) Charity Treasurer's Report

Jane read out the figures for September provided by Lynne McNeill, Charity Treasurer as follows:

£101.65 for Ethiopia Aid

£101.64 for the Christian Aid Emergency Appeal.

Discussion took place about the various Emergency Appeals and it was agreed that Lesley will put a notice in the Bulletin advising that the Emergency Appeal envelopes will be in a basket on the table at the back of church if anyone wishes to put money in them and put on the plate.

LH

Jane said that two people are needed to meet up with Lynne to decide on charities for next year. Lesley and Jane agreed to meet with Lynne and will come up with a date before the November PCC meeting.

LH/JC

c) Fabric, Finance and Quinquennial Committee Report

The minutes of the F&F meeting held on Monday 9th October 2017 have already been circulated. Colin said following a preliminary look at the budget it looks as though we are going for a deficit budget next year. We need another round of talking to the congregation re their giving. Need to do this before the new incumbent starts. We could be looking at £6,500 to £7,000 deficit. Although we had a deficit budget this year it was not as bad as originally predicted.

5. Pastoral Committee and Safeguarding Report

The minutes of the Pastoral meeting held on Tuesday 12th September 2017 have already been circulated. Barbie said the main thing to highlight is that Claire Rockett will be standing down as organiser of the Parent and Toddler Group with effect from the end of the summer term 2018 and it is important that we find a successor. Lesley said she already has a couple of names of people who might be interested and she needs to talk to them further.

6. Hall Committee Report

Minutes of the Hall meeting held on Wednesday 13th September 2017 have already been circulated. Malcolm said the main thing to highlight is that the Committee agreed a price increase in the hire rates of £1 per hour from 1st January 2018. Hire for people on the electoral roll was only increased by 50p per hour. Malcolm also advised that there is a drop down screen fitted for the cinema which other people can use. There was a contribution from the National Trust. The kitchen and hall

ACTION

cupboards and keys are now all numbered and colour coded. John advised that there is an issue with the Exit signs which are far too bright when the film is being shown. Hall Committee to look into this.

Hall

7. **Other Committee Reports**

a) **Social and Fundraising Committee**

Minutes of the meeting held on Wednesday 20th September 2017 have already been circulated. Malcolm said there will be a Barn Dance on 11th November and the Bazaar will take place on 2nd December. Malcolm has received previous details from Lynda and he and Rosemary Monk will meet soon to discuss.

b) **Communications Team**

Chris is unable to be at the meeting but has e-mailed to say he has nothing to report.

8. **Deanery Synod Report**

Not met. Next meeting is on 21st November.

9. **Font and Security – update**

Font - John advised that the font and some of the broken pieces are now at Chichester Stoneworks but he has not checked on progress. CCTV – John said the Faculty has been approved but he still has to complete the details for the solicitors.

Re-upholstering pew kneelers – now has a quote from the upholsterers and Ray Loveman is also looking at it. Although reupholstering of the pew kneelers is included in the Faculty, should the PCC decide not to proceed, we don't have to go ahead with it.

External light – from Church down to the Hall. Jacksons will do this work.

10. **Interregnum update**

John has today received an e-mail from Anne Stunt who confirms that things are moving on and the advertisements will go out on 27th October and 3rd November. She mentioned the sum of £558.40 for the advertisements so John spoke to Fr Andy Wilson saying we understood we do not have to pay for the advertisements if we take the Bishop's nomination. He said to go back to Anne and tell her this. Need to agree what is happening on the 29th November. Does Fr Andy Wilson take the candidate(s) around the Parish during the day or is this done by church members. Barbie will be unable to do this as she is working. Dick and Colin volunteered. Is there going to be a service and if so does Fr Andy take this? Will this just be for PCC members followed by refreshments to meet the candidate(s)? John said we have preliminary bookings at the Horndean Premier Inn. Need to plan in detail at the next PCC meeting on 15th November. John to ring Fr Andy to discuss the above and ask whether he is free to attend the first part of the PCC meeting on 15th November.

JH

11. **Approve quote from Glasstec to replace the front windows of the Church Hall with UPVC windows**

The woodwork around the front windows of the Hall are in a very bad state and it is proposed to replace them with UPVC. We have received two quotes from Glasstec and Surefix, both local firms. The Glasstec

ACTION

quote was considerably cheaper at £2,493.20 for the replacement windows and £1,470.96 to supply and install fascias and soffits. The total comes to just under £4,000 inclusive of VAT. Malcolm Brewer proposed that this work be carried out before the winter and this was seconded by Norma Kershaw and agreed unanimously.

12. **Re-positioning of the Mothers' Union banner**

PCC members then had a walk around the church as the Mothers' Union have said that their banner is hidden away and should be more prominent. After much discussion it was proposed by Colin Monk that we move the MU banner forward one bay, move the Sunday School banner to equivalent position above the bookcase on the other side of the church and move the Ascalon banner to the Gallery. This was seconded by Sandra Hewett and agreed unanimously.

13. **Correspondence**

• **Fr Ray Chapman**

John advised that he rang Fr Ray when he heard that Eve Inwood was in hospital and he has been in contact with Dawn. John read out an e-mail he has received from Fr Ray and is going to have a meeting with him on 26th October to discuss where we go from here.

JH

• **GDPR (General Data Protection Regulation) course attended by Dick and Lesley Handy – brief report**

Dick advised that this does affect churches and other organisations that hold data on people. We don't have a choice about doing it so they are happy to go ahead and put it in place. Need to bring it up in more detail at the next meeting but they will circulate notes to everyone to look through before the meeting.

DH/LH

• **Parking fine incurred by Anne Morgan when on church business**

Jane had been asked to put this on the agenda. After discussion it was agreed that this was unfortunate but PCC could not pay this fine as it would set a precedent.

• **Blue Badge Holders** – Tony Rice-Oxley has been in touch with HBC about whether Blue Badge holders can park outside the church and has been told that they can park for 3 hours. Colin suggested Tony gets this in writing and Jane will talk to him. Lesley will then put a note in the Bulletin.

JC/LH

• **Changes to the Photoboard (Barbie Lloyd)**

Barbie also advised that 3 of the photos on the photoboard at the back of church had been put behind their cards and asked that everyone keeps an eye on this.

14. **Date of Next Meeting**

The next meeting will be held on **Wednesday 15th November 2017** in church at 8.00 pm.

All

Meeting closed at 9.50 pm.