

**MINUTES OF ST GEORGE'S PCC MEETING HELD IN CHURCH  
ON WEDNESDAY 17<sup>TH</sup> OCTOBER 2018 AT 8.00pm IN CHURCH  
FOLLOWING THE 7.30PM EUCHARIST**

**Present:** Chris Gadd (Churchwarden)(Chair), John Hood (Churchwarden), Fr Colin Lawlor, Anne Morgan (Outgoing Churchwarden), Candy Williams (Deanery Synod), Barbie Lloyd (Deanery Synod), Malcolm Brewer, Lesley Handy, Ian Gibson, Colin Monk, Norma Kershaw, Dawn Trimby (Treasurer), Jane Cook (Secretary)

|    |    |  | <b><u>ACTION</u></b>             |
|----|----|--|----------------------------------|
|    |    | <b>Opening Prayer</b> – Candy Williams read the opening prayer.  |                                  |
| 1. |    | <b>Apologies for absence:</b><br>Lisa Toft, Sandra Hewett, Patricia Byrne  |                                  |
| 2. |    | <b>Minutes of last PCC meeting on 27<sup>th</sup> September</b><br>The minutes were signed as a true and accurate record.  |                                  |
| 3. |    | <b>Matters Arising</b>   |                                  |
|    |    | <u>Page 1, Item 3</u> – Colin has not managed to speak to John Johnson about the photocopying costs yet.<br><u>Page 1, Item 3</u> – Dawn said the mandate is still ongoing.<br><u>Page 1, Item 3</u> – Chris is still to draft a comment from the church on the proposed building work in Waterlooville.<br><u>Page 2, Item 4a</u> – Colin confirmed that he has completed the Barclays form for Toddlers Group and returned to Dawn to send off.<br><u>Page 3, Item 5b</u> – Malcolm said it is still too early to let Dawn know what stalls will be at the Christmas Bazaar so she can organise the floats. Malcolm also confirmed that he has let Lesley have requested dates for the Bulletin.<br><u>Page 3, Item 5c</u> – Anne said Pastoral has not met since the last meeting to discuss the Pastoral Committee brief further.  | CM<br><br>DT<br>CG<br><br><br>MB |
| 4. | a) | <b>Treasurer's Report</b>  |                                  |
|    |    | Dawn gave the following report:<br><br><u>Income</u><br>➤ Donations are from baptisms<br><u>Expenditure</u><br>➤ Clergy expenses relate to the telephone line<br>➤ Admin is all stamps<br>➤ Upkeep of church grounds includes £240 to JMS Gardeners for work undertaken<br>➤ Fees paid out includes 275 paid to organists to cover Rod's holiday. This was 4 Sundays and a wedding<br>➤ Extra –ordinary expenditure was for the recovering of the pew kneelers<br><br>Bank balance at the HSBC was only £1325.44 so we need to watch cash flow very carefully to avoid going overdrawn.<br><br>The shop takings have put us in a better position now. Dawn said they are looking at setting the budget for next year and things are not looking great. Our parish share will go up next year by around 5.22% as we are the only parish in the Deanery whose numbers are not going down. This increase will make a huge difference and we need to be careful. |                                  |

|    |    |   |                             |
|----|----|---|-----------------------------|
|    |    | A vote of thanks was passed by the PCC to everyone who has helped in any way in the shop during the fortnight to make it so successful. A note is also going in the Bulletin.   | <b><u>ACTION</u></b>        |
|    | b) | <b>Charity Treasurer's Report</b>   |                             |
|    |    | Jane read out the figures for September provided by Lynne McNeill, Charity Treasurer as follows:<br><br>£74.54 each has been sent both to Homestart and The Leprosy Mission.  |                             |
|    | c) | <b>Fabric, Finance and Quinquennial Committee Report</b><br>This Committee met on Tuesday 9 <sup>th</sup> October and the minutes have already been circulated. John said there was nothing else to add except to say that there will be a physical inspection of the state of the church following the 10am Eucharist on Wednesday 31 <sup>st</sup> October and any problems added to a maintenance list. Anyone from F&F and the PCC are very welcome to come along. John will contact Daniel, the Architect to get a date in the diary in the new year for the Quinquennial inspection.  | JH                          |
| 5. |    | <b>Other Committee Reports</b>  |                             |
|    | a) | <b>Hall Committee</b>   |                             |
|    |    | Malcolm said that there has not been a full meeting since the last PCC but we did have an emergency meeting last Sunday after the service to update everyone on the current situation with regard to the hall roof. Malcolm is pleased to report that he and Tony Rice-Oxley have issued letters to certain members of the congregation asking for a loan of £1,000 which will be underwritten by the PCC and will be paid back within 4 years. We need 10 people and 8 people have confirmed so far. They will be asking the contractors to start work as soon as possible. Chris will get agreements set up so we can get money from the people who have volunteered to loan it. Tony has applied for a grant but the way they have set out conditions for the grant means it doesn't look hopeful that we will get it as the church has money in reserves. However, there is an outside chance that we may get it and whatever money we receive will be paid back to the 10 people who have loaned the church money. |                             |
|    | b) | <b>Social and Fundraising Committee</b>   |                             |
|    |    | Not met. A vote of thanks goes to the Social Committee for the organisation of the Harvest lunch.   |                             |
|    | c) | <b>Pastoral Committee and Safeguarding</b>  |                             |
|    |    | Not met. Jane had received the following report from Sonja on Safeguarding as an e-mail which she read out to the PCC. Chris asked Jane to forward this to all the PCC to enable them to come up with any questions and put it on the agenda for the next PCC meeting on 26 <sup>th</sup> November. Jane was also asked to contact Sandra to see if she would be willing to take on the role of secondary Parish Safeguarding Officer when Sonja is not available.<br><b>[Post Meeting Note: Sonja has confirmed that it has to be an elected member of the PCC so once whoever takes on the role finishes on PCC someone new will need to be found].</b>   | JC<br>Agenda<br>26/11<br>JC |
|    |    | <b>Safeguarding</b><br>"Please see attached a Parish Policy Statement, which I am now   |                             |

|    |   | <b><u>ACTION</u></b> |
|----|---|----------------------|
|    | <p>reviewing and getting re-signed, now Fr Lawlor is in place at St Georges.</p> <p>This will need to be agreed overall by the PCC and then signed by Fr Colin, Chris Gadd &amp; John Hood. (it is dated 17<sup>th</sup> Oct 2018) <b><u>3 copies will need to be printed &amp; signed</u></b> - One copy for the parish records, one copy on the parish noticeboard and one copy to be sent to the Diocesan Safeguarding Office at Peninsular House.</p> <p>I have also left a space for a secondary safeguarding rep., as following on from my refresher training a couple of weeks ago, diocese house advise it is good practice to have a secondary person appointed as a rep who is also an elected member of the churches Parochial Council (PCC). It is also advisable that this is done so arrangements are in place to cover if the PSO (parish safeguarding officer) i.e. Sonja Barrand , is not available . <b><u>This 2<sup>nd</sup> person will need to be chosen</u></b></p> <p>Following on from getting this signed &amp; agreed, I will send a draft to John Johnson to place on the church website along with a general safeguarding section overview.<br/>( I will ideally need a picture of the secondary chosen rep. to add to the details shared with John)</p> <p>I will be following up in due course with a revised overall policy document, for the PCC to agree as this will need to cover which activities the PCC act as trustees for and therefore have an ultimate safeguarding responsibility.</p> <ul style="list-style-type: none"> <li>- Sunday School</li> <li>- Parent &amp; toddlers</li> <li>- Pastoral visiting</li> <li>- Baptism link visits</li> <li>- Parish social events</li> <li>Etc.</li> </ul> <p>I will also be setting up a separate section on the existing Sunday School Board in order to ensure the following information is displayed appropriately :-</p> <p>-Contact details of the PSO and the Diocesan Safeguarding team<br/><b>&amp;</b><br/>- Local / national services available to get help with safeguarding matters”.</p> |                      |
| 6. | <b>Deanery Synod Report</b>   |                      |
|    | Not met. Barbie said the next meeting will be on Wednesday 14 <sup>th</sup> November.   |                      |
| 7. | <b>Hall Roof Repairs</b>  |                      |
|    | Already discussed above under 5a).  |                      |
| 8. | <b>Discussion on how we mark Adrienne Bridger’s time as Sacristan</b>   |                      |
|    | This was discussed at F&F to save time at PCC and it was agreed to make a presentation to Adrienne on her final Sunday 25 <sup>th</sup> November. The presentation will be done at the end of the service and John volunteered to get the gift.   | JH                   |
| 9. | <b>Update by Fr Colin</b>   |                      |
|    | Fr Colin has asked to have this item put on the agenda for every PCC meeting so he can update the PCC on what he has been doing. He has done various things since he started last month and thanked everyone  | JC                   |

|     |  | <b><u>ACTION</u></b> |
|-----|--|----------------------|
|     | <p>at St George's for making him feel so welcome.</p> <ul style="list-style-type: none"> <li>• He feels it is really important to make as many links in the community outside of the church as possible. Before he arrived Lesley wrote to the schools and those who have responded he has spoken to. He did an assembly at Queens Inclosure last week and they have booked him for 4 more.</li> <li>• He has contacted the Scouts and the Scout leader is very keen that he has close links with the church.</li> <li>• Last week Fr Colin was invited to speak at a conference with the Muslim community entitled "Peace and Dialogue". Very interesting as they were talking about things they are doing in the community particularly in Leigh Park. The police, the Mayor and councillors were there. It was held at the Community Centre and as a result Fr Colin has been asked if he will consider being a Trustee of Waterloo Community Centre.</li> <li>• He is not coming in to St George's to make any major changes. He has an excellent serving team and nothing will change there. One of the things he would like to do is bring in a new Liturgy for Advent which is an opportunity to use some of the seasonal material. The congregation will probably hardly notice the change but the notices will be before the Blessing instead of after and we will go out with a hymn. We can then start using slightly different Liturgies throughout the year.</li> <li>• Need to think about what we might do to bring new people into the church in addition to what we are doing now. Mission was at the heart of the Parish Profile he received and we need to think seriously about it. The Bishop has asked Fr Colin if he would like to be one of a handful of clergy in the diocese to undertake a trial run of a new course in Missional Leadership. This will involve two residentials and monthly day sessions. He has agreed to do this and hopes that it might give us some more ideas moving forward.</li> <li>• At the recent Diocesan Conference clergy were given a new resource which they have been asked to try in small groups in their respective parishes. This is a course entitled "Seeing Jesus". Fr Colin thought this would be something we could offer in the new year, perhaps during Lent.</li> </ul> <p>Dawn told Fr Colin that there is a budget for Mission which has not been spent so there is money available.</p> |                      |
| 10. | <b>Correspondence</b>  |                      |
|     | <ul style="list-style-type: none"> <li>• <b>"There but not there" Silhouette</b> – Jane showed the PCC the Perspex silhouette we have been given by HBC, one of 10 they received. This will be displayed in church as part of the poppy display Tweenies are doing. Rosemary Monk has asked for a date from the PCC when we are able to start putting this display up and PCC agreed that we can put it up as soon as we are ready. Colin said he saw a sign to a WW1 Resource Centre in Anchorage Park which might be worth visiting.</li> </ul>  |                      |
|     | <ul style="list-style-type: none"> <li>• <b>E-mail re dog faeces in Churchyard</b> – Jane read out an e-mail received from Colin Monk advising that Georges Men who cut the church grass have noted an increase in dog faeces in the area behind the hall. This area is often used by young children and for church events and asking if it would be possible to have 2 notices with appropriate wording erected.</li> </ul>   |                      |

|     |  |  |                                   |
|-----|--|--|-----------------------------------|
|     |  | After discussion it was agreed to refer this to F&F to discuss the wording for these signs. Jane was asked to write a letter to the Landlord of the Swiss House flats and also to the Chief Executive at HBC asking for a dog bin for the churchyard.  | <b><u>ACTION</u></b><br>F&F<br>JC |
|     |  | <ul style="list-style-type: none"> <li>• <b>Thank you letter from Two Saints Centre</b><br/>Letter dated 11<sup>th</sup> October received from the Two Saints Centre in Fareham thanking us very much for kindly donating the large assortment of groceries, toiletries and cleaning items to their organisation from our Harvest Festival. Jane gave a copy to Lesley to display on the noticeboard.</li> </ul> | LH                                |
| 11. |  | <b>Date of Next PCC Meeting</b>  |                                   |
|     |  | The next PCC meeting will be held at 8.00 pm on <b>Monday 26<sup>th</sup> November</b> following the 7.30 pm Eucharist.  | ALL                               |
|     |  | Closing Prayer<br><br>There being no further business the meeting closed at 8.40pm.  |                                   |