

**MINUTES OF ST GEORGE'S PCC MEETING HELD IN CHURCH
ON WEDNESDAY 22ND MAY 2019 AT 8.00pm
FOLLOWING THE 7.30pm EUCHARIST**

Present: Chris Gadd (Churchwarden)(Chair), Fr Colin Lawlor, Barbie Lloyd (Deanery Synod), Candy Williams (Deanery Synod), Ian Gibson, Lesley Handy, Marian Haughton, Sandra Hewett, Anne Morgan, Sara Pask, Mo Peters, Lisa Toft, Jane Cook (Secretary)

		<u>ACTION</u>
1.	<p>Opening Prayer Fr Colin opened the meeting with prayers.</p>	
2.	<p>Apologies for absence: John Hood (Churchwarden), Malcolm Brewer, Dawn Trimby (Treasurer)</p>	
	<p>Welcome to new members Fr Colin thanked everyone for coming and welcomed both old and new members. He explained that he will oversee the first part of the meeting until it comes to electing the Chair of the PCC. Fr Colin explained that as Richard Spurgeon resigned from the PCC at the APCM, there were 4 applications to join the PCC, all of whom were elected. They were: Marian Haughton - proposed by Jane Cook and seconded by Don Lloyd; Anne Morgan who served as outgoing churchwarden last year and can therefore stand again straight away - proposed by Chris Gadd and seconded by Colin Monk; Sara Pask - proposed by Robert Vann and seconded by Linda Wainwright and Mo Peters – proposed by Tony Shepherd and seconded by Lynne McNeill. Welcome to all of them.</p> <p>Ballot for new PCC members As Richard Spurgeon had only served one of his three years we need a ballot for one of the 4 new members to serve for 2 years. This person is then able to stand again straight away at the end of the 2 years. The 4 names were written on a piece of paper and Fr Colin picked out Mo Peters to serve for 2 years.</p> <p>Co-option of members (if necessary) None.</p>	
3.	<p>Minutes of last PCC meeting on 25th March The minutes were signed as a true and accurate record.</p>	
4.	<p>Matters Arising</p>	
	<ul style="list-style-type: none"> • <u>Page 1, Item 3</u> – Albs – Anne said that the situation currently is that several people have offered to buy their own alb and she is now waiting as Andrew and Fiona Clark have said that they would like to buy some or all of the others in memory of Wendy. Anne has not discussed costs with them yet and is waiting for things to calm down before talking to them about it. 	AM
	<ul style="list-style-type: none"> • <u>Page 1, Item 3</u> – Health & Safety Policy file for Church – Chris to speak to Tony about creating a Health and Safety file for the church. Still pending. 	CG
	<ul style="list-style-type: none"> • <u>Page 1, Item 3</u> – Charity money for St Mary Axim – Chris to talk to Lynne McNeill about the charity money for St Mary Axim that she is 	CG

			<u>ACTION</u>
		holding - still pending	
		<ul style="list-style-type: none"> • <u>Page 1, Item 3</u> – Policy for Garden of Remembrance – Chris to finalise the Policy - still pending. 	CG
		<ul style="list-style-type: none"> • <u>Page 1, Item 3</u> – Noticeboard – John not at the meeting – ongoing. This is for adding the Parish Office telephone number to the noticeboard. 	JH
		<ul style="list-style-type: none"> • <u>Page 1, Item 3</u> – Prayer cards – these are now on a stand by the votive candles stand and are proving popular. Fr Colin says it looks like people are putting the money in for them. The current ones have been donated. 	
		<ul style="list-style-type: none"> • <u>Page 1, Item 3</u> – Book shelf – sorted. 	
		<ul style="list-style-type: none"> • <u>Page 4, Item 5d)</u> – Safeguarding report – Fr Colin and Chris spoke to Sonja after the last meeting regarding the Portsmouth Disclosure Registration Form which was sorted. 	
		<ul style="list-style-type: none"> • <u>Page 4, Item 7</u> – Welcome Pack – Lesley said these are happening and Rosy Stone has agreed to hand out these packs to new people to the church. 	
		<ul style="list-style-type: none"> • <u>Page 8</u> – Perfect Pops – Jane had several emails with these students. They were going to get in touch after Easter to arrange a Sunday to come into the Hall but have not heard anything further from them. 	
5.		Elections and Nominations:	
	a)	Secretary – Jane Cook agreed to carry on as Secretary. This was proposed by Marian Haughton, seconded by Anne Morgan and agreed unanimously.	
	b)	Treasurer – Dawn Trimby has agreed to carry on as Treasurer. This was proposed by Mo Peters, seconded by Jane Cook and agreed unanimously.	
	c)	<p>Chairman of PCC – Fr Colin asked Chris Gadd to stay on as Chair and Chris agreed. This was proposed by Lisa Toft, seconded by Lesley Handy and agreed unanimously.</p> <p>Vice Chairman of PCC – John Hood. This was proposed by Jane Cook, seconded by Anne Morgan and agreed unanimously.</p> <p>Chris then took over as Chair for the rest of the meeting.</p>	
	d)	Standing Committee Membership – at the moment this is the Incumbent, 2 Churchwardens, Secretary and Treasurer. This committee only meets in an emergency and can spend up to £1000. This was proposed by Candy Williams, seconded by Ian Gibson and agreed unanimously.	
	e)	Electoral Roll Officer – Tony Rice-Oxley has agreed to carry on as Electoral Roll Officer. The Electoral Roll has been totally overhauled this year and everyone had to sign up again. This was proposed by Barbie Lloyd, seconded by Sara Pask and agreed unanimously.	
	f)	<p>Safeguarding Officer (Youth Coordinator/Child Protection Officer/Vulnerable Persons Coordinator) – Sonja Barrand has agreed to carry on in this role. Proposed by Lesley Handy, seconded by Marian Haughton and agreed unanimously.</p> <p>Deputy Safeguarding Officer – Sandra Hewett has agreed to stay on in this role. This was proposed by Anne Morgan, seconded by Ian Gibson and agreed unanimously.</p>	
	g)	Training Liaison Officer – Candy Williams. Candy agreed to remain as Training Liaison Officer. Proposed by Sandra Hewett, seconded by Barbie Lloyd and agreed unanimously.	

		<u>ACTION</u>	
	h) Disability Awareness Officer – Barbie Lloyd agreed to carry on. Proposed by Anne Morgan, seconded by Chris Gadd and agreed unanimously.		
	i) Honorary Recorder/Parish Giving Scheme – David Cavey has agreed to carry on. David looks after people who pay by envelope and reclaims Gift Aid on payments not given through the Parish Giving Scheme. He also oversees the Parish Giving Scheme. This was proposed by Sara Pask, seconded by Lisa Toft and agreed unanimously.		
	j) Appointment of Churchwardens’ Assistants –It was agreed at the APCM that Churchwardens’ Assistants were no longer required.		
	k) Data Protection Officer – Dick Handy is the official registered Data Protection Officer for the CCTV system with the ICO (Information Commissioner’s Office). Dick has agreed to carry on. Proposed by Marian Haughton, seconded by Ian Gibson and agreed unanimously. GDRP Coordinators for the church – this is shared by Dick and Lesley Handy and both have agreed to carry on. Proposed by Sandra Hewett, seconded by Barbie Lloyd and agreed unanimously.		
6.	Charities Account Treasurer – Lynne McNeill has 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 Candy Williams, seconded by Lisa Toft and agreed unanimously.		
7.	Formation of PCC Committees PCC members were asked which Committee they would like to join.		
	<p>a) Fabric & Finance & Quinquennial John Hood (currently Chair) Malcolm Brewer Sara Pask Dawn Trimby</p> <p>Colin Monk would like to remain on F&F along with Tony Rice-Oxley, Dick Handy and David Cavey and will be co-opted at the first meeting – date to be arranged.</p>	<p>b) Pastoral Anne Morgan (currently Chair) Lesley Handy Marian Haughton Barbie Lloyd Mo Peters Lisa Toft Candy Williams</p> <p>Richard Spurgeon and Rosemary Monk would like to be co-opted at the first meeting to be held on Tuesday 4th June (changed from 28th May) at Lesley Handy’s house.</p>	<p>c) Hall Malcolm Brewer Jane Cook Ian Gibson Sandra Hewett</p> <p>Tony Rice-Oxley, Mary Chapman, Rosemary Monk, Norma Kershaw and Fiona Ross will be co-opted at the first meeting on Wednesday 5th June at 10.45am in the Hall</p>
	<p>d) Mission & Stewardship Fr Colin (Chair) Chris Gadd Lesley Handy John Hood Anne Morgan Patricia Byrne to be co-opted at the first meeting – date to be arranged</p>		

		<p>Churchwardens can attend any of the sub-committees. Co-opted members will be invited and agreed by the various Committees at their first meeting.</p>	<u>ACTION</u>																										
8.	a)	Treasurer's Report																											
		<p>Jane read out Dawn's report in her absence:</p> <p><u>Income</u></p> <ul style="list-style-type: none"> • Donations included money received from collections after funerals • Lit Donations included donations towards the donkey, liturgical donations and votive sales • Extra-ordinary income includes £250 from Friday coffee morning and £235 ticket sales made by credit card <p><u>Expenditure</u></p> <ul style="list-style-type: none"> • Insurance is over budget as this includes the hall's share of the premium and this has been received but will be adjusted at the year end • £310.07 in photocopying is the payment to Sharp for the machine and copies made • QQ costs is the cost of the inspection paid to Daniel Forshaw <p>Some people had not received a copy of the figures which Dawn circulates before the meeting. When Chris checked the distribution Dawn has used the old PCC distribution list and Jane's address is incorrect which is why she hadn't received them. Jane to ask Dawn to send her the figures which she will then distribute to the current PCC so Dawn has an up-to-date distribution list for the future.</p>	JC/DT																										
	b)	Charities Treasurer's Report																											
		<p>Jane read out the figures below which were provided by Lynne McNeill for April: £112.04 was raised during April for Naomi House.</p>																											
9.		Approval of Waterlooville Music Festival Programme and any other trips etc for insurance purposes																											
		<p>The PCC were happy to approve the following as approved PCC events:</p> <table border="1"> <tr> <td>Sat 8th June</td> <td>Grand Summer Fete</td> </tr> <tr> <td>8-15th June</td> <td>Waterlooville Music Festival</td> </tr> <tr> <td>20th June</td> <td>Mothers' Union outing</td> </tr> <tr> <td>30th June</td> <td>Strawberry tea at The Vicarage</td> </tr> <tr> <td>13th July</td> <td>Race Night</td> </tr> <tr> <td>21st July</td> <td>Walsingham BBQ</td> </tr> <tr> <td>2nd August</td> <td>Tweenies Hambledon Vineyard</td> </tr> <tr> <td>28th September</td> <td>Parish outing to Milestones Museum,Basingstoke</td> </tr> <tr> <td>8-19 October</td> <td>Church Shop in Waterlooville</td> </tr> <tr> <td>7th December</td> <td>Grand Christmas Bazaar</td> </tr> <tr> <td>2019-20</td> <td>Tweenies & George's Men Programme</td> </tr> <tr> <td>2019-20</td> <td>Maintenance work under supervision of Men's Group</td> </tr> <tr> <td>2019-20</td> <td>Various stalls in church grounds during year</td> </tr> </table> <p>These were approved unanimously.</p>	Sat 8 th June	Grand Summer Fete	8-15 th June	Waterlooville Music Festival	20 th June	Mothers' Union outing	30 th June	Strawberry tea at The Vicarage	13 th July	Race Night	21 st July	Walsingham BBQ	2 nd August	Tweenies Hambledon Vineyard	28 th September	Parish outing to Milestones Museum,Basingstoke	8-19 October	Church Shop in Waterlooville	7 th December	Grand Christmas Bazaar	2019-20	Tweenies & George's Men Programme	2019-20	Maintenance work under supervision of Men's Group	2019-20	Various stalls in church grounds during year	
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		new members are aware of what training (if any) they are required to do.	<u>ACTION</u>
13.		Date of Next PCC Meeting	
		<p>The next PCC meeting will be held on Wednesday 19th June in Church at 8.00 pm following the 7.30pm Eucharist.</p> <p>Please let Jane have apologies in advance of the meeting if you are unable to attend.</p> <p>There being no further business the meeting closed at 8.45 pm.</p>	ALL