

**MINUTES OF ST GEORGE'S PCC MEETING HELD ON  
WEDNESDAY 20<sup>TH</sup> JANUARY 2021 AT 7.30pm VIA ZOOM**

**Present:** Chris Gadd (Churchwarden)(Chair), Fr Colin, Rosy Stone (Churchwarden), Candy Williams (Deanery Synod), Tony Rice-Oxley (Deanery Synod), Patricia Byrne, Ian Gibson, Marian Haughton, Sue Hodgens, Andy Jackson (Co-opted), Anne Morgan, Mo Peters, Lynn Winter, Sara Pask (Treasurer), Jane Cook (Secretary)

|    |    |  | <b><u>ACTION</u></b>  |
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|    |    | <b>Opening Prayer</b> – Chris led the Leading your Church into Growth Prayer and everyone joined in  |   |
| 1. |    | <b>Apologies for absence:</b> Lynne McNeill<br><b>Did not attend:</b> Ceri Ward  |   |
| 2. |    | <b>Minutes of last PCC meeting on 11<sup>th</sup> November 2020 (via Zoom)</b><br>The minutes were agreed as a true and accurate record.   |   |
| 3. |    | <b>Matters Arising</b>   |   |
|    |    | <p><u>Page 2</u> – Co-option of Members – Jane confirmed that she had let Sonja know that Andy Jackson had been co-opted onto the PCC.</p> <p><u>Page 2</u> – Zoom Bible stories – Fr Colin said he raised this with the person whose idea it was who is not as enthusiastic as he had previously been. Fr Colin will have a chat with Lynn.</p> <p><u>Page 3, Item 5f)</u> – Deputy Safeguarding Officer – Lynn Winter volunteered for this role but has not heard anything from Sonja. Jane to remind.</p> <p><u>Page 3, Item 5h)</u> – Disability Awareness Officer – Jane had emailed Barbie after the meeting but had not had a response so will send her another email.</p> <p><u>Page 3, Item 5i)</u> – Honorary Recorder/Parish Giving Scheme – Alex, Parish Administrator is happy to take on this role but has not been able to meet up with David Cavey for a handover at the moment.</p> <p><u>Page 3, Item 5k)</u> – Data Protection Officer, GDPR Coordinator – still outstanding. Chris to action.</p> <p><u>Page 4, Item 7</u> - Fr Colin asked David Cavey if he wished to be co-opted onto the F&amp;F and he said no.</p> <p><u>Page 4, Item 8</u> – Election of Sidespersons – same position as at last meeting.</p> <p><u>Page 5, Item 9a)</u> – Figures for energy consumption. Sara said she is going to discuss this with Ceri and give him the figures at the F&amp;F at the beginning of February.</p> <p><u>Page 6, Item 13</u> – Paypal – Chris is going to ask John Johnson about this.</p> <p><u>Page 7, Item 13</u> – Deanery Strategy Group – Jane sent the questions out to everyone.</p> | <p>CL/LW</p> <p>JC</p> <p>JC</p> <p>CG</p> <p>SP/CW</p> <p>CG</p> |
| 4. | a) | <b>Charity Treasurer's Report</b>  |   |
|    |    | <p>Jane had an email from Lynne who has sent her apologies for this meeting.</p> <p>The only cheques she has sent are from the Wednesday coffee funds to The Children's Society and Four Paws £50 each and £100 to the church.</p> <p>She has received confirmation from Lloyd's bank that the signatories have been updated.</p>  |   |

|    | Lynne has asked me to advise that the 2020 charities list is being used for 2021 and Fr Colin confirmed that there is a copy up in church.  | <u><b>ACTION</b></u> |
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| b) | <b>Treasurer's Report + Approval of Budget for 2021</b>   |                      |
|    | <p>Chris put the 2021 Budget up on the screen so everyone could see it and comment. Sara said this had been gone through line by line. The Parish Share is a definite figure and the rest are what we estimate they will be. As you can see this leaves a possible deficit of just over £17,000 if everything comes in on budget. Tony said we have been fairly optimistic about fundraising but need to work hard towards this. This will depend on whether Waterlooville Music Festival and the shop happen or not. WMF met on Monday and because of the problems individual performers will have preparing for it we are writing to all the performers to get their view and will make a final decision on whether to postpone until next year at our next meeting on 1<sup>st</sup> March. The meeting proposed WMF make a donation of £2,000 to the church for cancellation of venue in 2020 and Sara was asked to produce an invoice for £2,000 and send to Tony, as Treasurer of WMF, for payment.</p> <p>Fr Colin said that now the Courts have ruled that insurance companies should pay out for lost income we may be able to claim something for loss of income last year and we need to work out what income we lost last year. Sara and Malcolm Brewer to be involved in this. Tony received something from another Hall advising of a fund held by HBC specifically to support Halls that have made losses over the last year and Tony has put in an application.</p> <p>Sara Pask proposed that if everyone is happy with the Budget for 2021 it should be adopted. This was seconded by Sue Hodgens and agreed unanimously.</p> <p>Sara went through the monthly overview for the month of December. Fr Colin asked her to just explain again what red and green means. Sara said Green is within or on budget and Red exceeded budget. This was against the revised budget that was set in June 2020. Sara said it looks better because the income was bolstered by £30,000 from our investment account.</p> <p>Tony Rice-Oxley proposed that we pay our parish share over 11 months, January to November, seconded by Patricia Byrne and agreed unanimously.</p> <p>Ian asked if there is a particular reason for paying over 11 months instead of 12 months. Sara said the reason behind it is because December's payment could be held over to January and would make it difficult for the year end accounts.</p> <p>Sara gave the following report:<br/>December 2020 ended with most of our income and expenditure cost centres coming in on or just slightly over budget. There was a great response to fundraising from our congregation which included: The Christmas Raffle, sale of poetry books and diaries. Thank you to all</p> | <p>SP</p> <p>SP</p>  |

**ACTION**

those involved in organising these events. There was also an impressive amount of money donated in various ways and again thank you to those who contributed to this.

Our Parish Share total for 2021 has been confirmed at £64,949 which is down by £1,897 from 2020. We will ask for St George's to pay the Parish Share in eleven equal monthly amounts from January to November.

As we have reached the end of the financial year for 2020 please can I ask that anyone holding church sub accounts let me have their year-end figures as soon as possible.

Our United Trust Bank account signatories need up-dating and I would like to propose that we continue an account with them and that any two of the following people may sign on the account:

Linda Wainwright (existing signatory)  
Malcolm Brewer (new signatory)  
Jane Cook (existing signatory)  
Sara Pask (new signatory)

This was seconded by Jane Cook and agreed unanimously.

**Parochial Fees 2021**

These had been sent out to everyone along with an email from Malcolm. Sara went through the page of Fees and explained that the Statutory Fees are something we can do nothing about.

Tony said he thought £175 for flowers was a lot. Rosy said she was speaking to June Diaper and the yellow flowers alone for Christmas cost £100. Sue said you do not get much for £200 especially since Brexit as most flowers are imported from Holland.

Fr Colin said he thinks we should honour the cost for the weddings that were booked and paid for last year and which had to be postponed.

Also the Funeral next Monday has already been paid at the old rate.

Malcolm's suggestions for increases for this year are as follows:

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| <b>Marriage</b> | - Organist           | - | £150 to £155 |
|                 | Choir                | - | £55 to £58   |
|                 | Recorded music       | - | £20 to £22   |
|                 | Flower arrangers     | - | £45 to £48   |
|                 | Provision of Flowers | - | £175 to £185 |
|                 | Heating              | - | £100 to £105 |
| <b>Funeral</b>  | - Organist           | - | £100 to £105 |
|                 | Recorded Music       | - | £20 to £22   |
|                 | Heating              | - | £100 to £105 |

This was proposed by Rosy Stone, seconded by Ian Gibson and agreed unanimously.

|    |    |  | <b><u>ACTION</u></b> |
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|    | c) | <b>Fabric &amp; Finance and Quinquennial Committee Report</b>  |                      |
|    |    | <p>The minutes of the meeting held on 9<sup>th</sup> December have already been circulated. Tony went through the minutes and said that Chris has been appointed as the new chair. The Tower roof in the Sacristy lobby is leaking and is an ongoing issue but seems OK at the moment. We have asked for the Faculty for the Paschal candle stand, water stoop and blinds to be extended for another year. Tony said he want to do a walk around the church, hall and grounds to see what needs doing but needs Ceri to be involved. Andy is investigating secondary school children undertaking the Duke of Edinburgh award scheme coming to do some cleaning as part of their voluntary commitment but because of lockdown this has not been possible. Candy said she knows the person who organises the Duke of Edinburgh award at Oaklands well and can mention it. They do not seem to find a problem in finding voluntary work but she will be interested to see if it works. Andy said if not we can ask other schools in the area. They would need someone to meet them and show them what they need to do at the church but their parents will be responsible for them. Andy said he will sort this out when he can.</p> <p>Tony said the next Quinquennial is due in 2023.</p> | AJ                   |
| 5. |    | <b>Other Committee Reports</b>   |                      |
|    | a) | <b>Hall Committee</b>  |                      |
|    |    | <p>The minutes of the meeting held on 2<sup>nd</sup> December have already been circulated and Tony went through them. We sent out our Risk Assessment policy to all the hirers and they have sent in their full Risk Assessments. The Hall is now out of use again. We sadly lost Slimming World to the Catholic Church because of the parking. Hoping to start getting people back in by February. The Daisy Foundation would be able to return now but we cannot have just one let because it would have to be cleaned afterwards and cleaners are furloughed at present. We will have a Hall meeting in February to discuss the new regulations. The ceiling in the kitchen is leaking. Not long since this was done so the guy is coming to look at it this week so this is in hand.</p>  |                      |
|    | b) | <b>Social and Fundraising Committee</b>  |                      |
|    |    | <p>Minutes of the meeting held on 11<sup>th</sup> January have already been circulated. They discussed the way ahead for this year with fundraising. Fr Colin said the Gift Day is being discussed next week. An Auction of Promises is being organised online. Tony said 24 people have responded so far. The congregation are responding very well to all these things. If anyone has any garage space please let Tony know. Magazine Advertisers invoices going out this week. Chris thanked Tony and Jane on behalf of the PCC for the fabulous effort on the Raffle.</p>  |                      |
|    | c) | <b>Pastoral Committee</b>  |                      |
|    |    | <p>Not met. Anne said phone calls are still happening to people on their own and if anyone knows of anyone who needs to go on the list to let Anne know.</p>   |                      |
|    | d) | <b>Safeguarding</b>  |                      |
|    |    | <p>Sonja sent a Safeguarding for tonight's meeting which has been circulated to everyone. Fr Colin said that the online training is something that all PCC members need to undertake. Ian asked if Sonja will update us following her Zoom session with the Torch Trust to let us know if there is anything we need to do or be aware of.</p>  | JC                   |

| 6. | <b>Update by Fr Colin including church opening</b>   | <b><u>ACTION</u></b> |
|----|--|----------------------|
|    | <ul style="list-style-type: none"> <li>• Heard from our Architect who as well as advising on major renovations also does the Quinquennial Inspection to say that he is retiring. He had also informed DAC who contacted us to ask if we would like them to help us to find another Architect.</li> <li>• I have had several requests for Baptisms. At the moment I have emailed them and asked them to fill in a form for the time being as it is very difficult to do Baptisms at the moment as I am not allowed to touch the child, cannot anoint the child with oil and there are restrictions on numbers. I have told them it is best not to fix a firm date at the moment but keep their details on record. Baby Leo, whose mother brings him to church every week is being baptised in the service soon probably by her father who is a priest.</li> <li>• Given that we have continued to remain open during the current lockdown it would be good if the PCC could formally approve what we are continuing to do. You may be aware that St George's is the only church still open for public worship in the Havant Deanery. We have done a thorough Risk Assessment which has been updated in the light of the current situation and I feel it is safe to open. Mo asked about the sanitising of pews/seats as the church is open more. Fr Colin said the church is only open for morning/evening prayer when we sit on plastic chairs which are sanitised afterwards and the Wednesday and Sunday Eucharist. Tony said a lot of people from other churches have said how lucky we are to have our church open. Sue said a huge thank you to Fr Colin, Churchwardens, those live streaming, flowers etc. She said we are extremely lucky to have that option of attending church or watching the service on the live stream. Marian Haughton proposed that we keep the church open, this was seconded by Rosy Stone and agreed unanimously.</li> <li>• Holy Week and Easter – the Church of England who are in regular communication with the government, have written some directives as to how we should conduct services for Lent, Holy Week and Easter. It is clear from what they are saying is that they expect us to be still operating under fairly strict lockdown measures even up to Easter. I summary, on Ash Wednesday I am not allowed to do the ashing as I usually do but have to deposit dry ash on top of each head without touching anyone. There can be no Palm Sunday procession or donkey and no Walk of Witness on Good Friday (processions, whether inside or out are not permitted). It is suggested that with sanitised hands palm crosses should be placed into sealed plastic bags to be distributed on Palm Sunday. There can be no feet washing on Maundy Thursday and on Good Friday we can venerate the cross but not touch or kiss it. There are further instructions for the Easter Vigil and Easter Day. For all these things I have to do a risk assessment which takes up a huge amount of time.</li> <li>• Deanery Plan – has not gone before the Deanery Synod yet. I have had 3 meetings in the last week. From all the discussions out of the 2 options I think the one they will go for is putting parishes together in clusters. We will still have our tradition. Clergy will have camaraderie with other clergy. I have spoken to other clergy that I think might be in our cluster and we met on Zoom this afternoon. The Deanery Synod meeting is next Monday and it then goes to the Diocese at the beginning of February. Ian asked if we are allowed to know at this stage who might be in our cluster. It will most likely</li> </ul> |                      |

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|    |  | <p>be from the south – Purbrook, Portchester etc. Tony said something similar was done a few years ago – Kairos – which died a death after about a year. This will be a formally constituted cluster this time. I expect that this will be the preferred option, but we cannot be sure (and the diocese may have other ideas). Part of the purpose is to reduce the number of clergy and thus save money. This will probably lead to clergy redundancies. Sara asked if priests with Freeholds would be protected. I said that it would not in the case of pastoral reordering.</p>   | <b><u>ACTION</u></b> |
| 7. |  | <b>Correspondence</b>   |                      |
|    |  | <ul style="list-style-type: none"> <li>• <u>Prayer Tree</u> – Patricia said we have a Baptism tree which is being used as a prayer tree at the moment but will eventually go back over to the other side of church. She thinks it would be nice to have a tree for prayer cards and would be very happy to gift one. Fr Colin said he thinks it is a nice idea. It would mean topping up the box of cards for people to write prayers on. The prayer tree should be a different style to the baptism tree. Rosy thought it is a lovely idea and thanked Patricia for her generosity. This was proposed by Rosy Stone, seconded by Anne Morgan and agreed unanimously.</li> <li>• <u>African Palms Ltd</u> – Jane said she had received a letter from this Company asking us to buy palms but as said above we have plenty left from last year.</li> </ul> |                      |
| 8. |  | <b>Date of Next Meeting</b>   |                      |
|    |  | The date for the next meeting will be <b>Wednesday 17<sup>th</sup> March 2021</b> at 7.30pm, most probably on Zoom.   | ALL                  |
|    |  | <b>Closing Prayer</b><br>There being no further business the meeting closed at 8.55pm after saying the Grace together.  |                      |