

**MINUTES OF ST GEORGE'S PCC MEETING HELD  
ON MONDAY 13<sup>th</sup> May 2024 AT 7.30pm IN CHURCH**

**Present:** Chris Gadd (Outgoing Churchwarden)(Chair), Richard Spurgeon (Churchwarden), Sarah Canham (Churchwarden), Malcolm Brewer (Hon Assistant Treasurer), David Cavey, June Diaper, Marian Haughton, Sue Hodgens, Dawn Hyett, Anne Morgan, Sara Schillemore, Lynn Winter (Deputy Safeguarding Officer), Jane Cook (Secretary)

**In attendance:** David Cain

		<u><b>ACTION</b></u>
1.	In Fr Colin's absence there was no Eucharist and the PCC meeting started at 7.30pm with Chris Gadd, outgoing Churchwarden, chairing the meeting and Malcolm reading the Leading Your Church into Growth Prayer.	
2.	<b>Apologies for absence:</b> Candy Williams (Deanery Synod), Patricia Byrne, Sara Pask (Treasurer)	
	<p><b>Welcome to new members</b> Chris welcomed everyone and thanked everyone for coming and gave a particular welcome to the new members.</p> <p>One of the new members needs to volunteer to be a Deanery Synod rep with Candy to replace Sarah, now Churchwarden. There were no volunteers for this position so Candy will be our only Deanery Synod rep. Jane to check with Deanery Synod Secretary how we stand with this.</p> <p><i>[Post Meeting Note: Jane Dobbs, Havant Deanery Synod Secretary said that it is fine to just have one rep, however if we want to advertise it to the congregation, providing whoever volunteers is on the Electoral Roll, we can appoint someone during the year. This will not affect the number of reps for the future so if no-one comes forward during this year we can advertise for another DS Rep at the next APCM].</i></p> <p>2 of the new members need to volunteer to stand for 1 year to replace Alice Pitney and Elaine Shimbart who both resigned during the year, but they can then stand again next year for a further 3 years. Malcolm Brewer and Sue Hodgens agreed to do this.</p> <p><b>Co-option of members</b> Chris said that it had been suggested to him that David Cain be co-opted onto the PCC if he was willing. Chris thinks that the Treasurer and Secretary take up our 2 co-opted places and Jane will look into this with the Diocese. If this is the case, David is happy to come to PCC meetings as an observer.</p>	<p>JC</p> <p>JC</p> <p>JC</p>
	<b>Heating Plans update – David Cain</b>	
	David gave an update on where we are with Herschel. They came and did a survey of the church and have suggested replacing the 4 chandeliers in the middle of the church with 4 of their heater halos plus some wall mounted heaters around the back and sides of the church	

	<p>costing around £50K. David said there are 2 options:</p> <ol style="list-style-type: none"> <li>1. The main gas boiler only heats the church and the Sacristy, chapel and choir vestry are heated by a modern gas boiler so we could save around £8K leaving this as it is and investing in an air source heat pump in the future when the gas boiler gives up.</li> <li>2. They provide special bespoke heritage heaters which cost £3K each but we could go for the less expensive at £500 each saving another £25K so that would bring it down to around £30K.</li> </ol> <p>Someone asked about the Choir gallery and David said they could have wall mounted heaters either side of the organ. The Diocese were awarded £50K for quick wins – upgrading heating so may be able to get something from that and there will be more grants in 2025. David said there are light bulbs on the chandeliers and the chandeliers will be lower – about level with the gallery. Sara S said we need to get the congregation involved as well as using the endowment account of £33. The PCC thanked David for all his work on this and said it is all very exciting and asked David to go ahead and get quotes for the halos and the heaters.</p>	<p><b><u>ACTION</u></b></p> <p>DC</p>
3.	<p><b>Minutes of last PCC meetings held on 19<sup>th</sup> March (to approve accounts)</b> The minutes were signed as a true and accurate record.</p>	
4.	<p><b>Matters Arising</b></p> <p><u>Page 1, Church Hall update</u> – Westbury Planning are to arrange a Zoom meeting with David Cain, the 2 Churchwardens and Chris Gadd on a date to be agreed in June to move the discussion forward. This could then go to the Church Hall Committee or a Committee specifically set up to look into this. Richard and Sarah will report back to the next PCC meeting.</p> <p><u>Page 2, Item 3 – Eco Church</u> – David said there is now more Eco Church info on the church website so assume Mo followed this up with John Johnson.</p> <p><u>Page 2, Item 3 – Gift Day</u> – this will be discussed at the first F&amp;F meeting.</p> <p><u>Page 2, Item 3 – Remembrance Garden</u> – Chris said this has now been tidied up.</p> <p><u>Page 2, Item 4 – Expenses to Clergy</u> – following the last PCC meeting Malcolm contacted the Diocese who confirmed that we can claim expenses back from the Diocese for visiting clergy during Fr Colin’s absence so Malcolm has done this and the money has been received.</p> <p><u>Page 3, Item 7b)</u> – the following suggestions were made by David Cavey at an F&amp;F meeting and should be discussed by all the sub-committees at their first meeting:</p> <ul style="list-style-type: none"> <li>• A member of Social, Church Hall and Mission &amp; Stewardship Committees should be on F&amp;F.</li> <li>• As well as co-opted members on F&amp;F at least 2 members of PCC should be on F&amp;F.</li> <li>• Propose that the PCC recommend that each Committee (and in</li> </ul>	<p>RS/SC</p> <p>F&amp;F Mtg</p> <p><b>Discuss at all Sub-Committees:</b> F&amp;F. Pastoral, Church Hall,</p>

	<p>addition the Choir, George's Men and Ladies) all come up with, (and organise) one fundraising event during the course of the year.</p> <ul style="list-style-type: none"> <li>Each of those bodies should also be asked to identify at least one way in which the running costs of the Parish can be reduced.</li> </ul> <p><u>Page 3, Item 8b) – Marco Boiler</u> – in the kitchen of the Church Hall has now been fixed.</p> <p><u>Page 3, Item 8d) – Dragons</u> – Sara S said she feels that the proposal for £1,000 at the last meeting for the Dragons Big Church Day Out should have had some paperwork and a budget presented showing a breakdown of costs – travelling expenses, ticketing costs etc. Chris said the observation was noted. Also it was pointed out that none of the Dragons had yet collected money at the door and Chris said this will be happening soon.</p> <p><u>Page 4, Item 9a) – Parish Share Review Questionnaire</u> – this had a very short turn round time and several members of the PCC met at Sue Hodgens house to discuss and complete this questionnaire which was sent off but no feedback has so far been received.</p> <p><u>Page 4, Item 9b) – Sub-Committee reports</u> – some members of the congregation feel they don't know what is going on and want the sub-committee minutes either on the website or on the wall with the PCC minutes. After discussion it was felt that it was sufficient to put things that have been discussed and agreed in the PCC minutes for people to read on the website or the hard copy on the wall at the back of church.</p> <p><u>Page 4, Item 9c) – gmail</u> – it appears that some people are still not receiving Mailchimp and David will talk to his contact at the Diocese and John Johnson.</p>	<p>Mission, Social &amp; Fundraising, Eco Church <b><u>ACTION</u></b></p> <p>CG</p> <p>DC</p>
5.	<b>Elections and Nominations:</b>	
	a) <b>Secretary</b> – Jane Cook agreed to carry on as Secretary.	
	b) <b>Treasurer</b> – Sara Pask agreed to carry on as Treasurer. <b>Hon Assistant Treasurer</b> – Malcolm Brewer who agreed to carry on in this role.	
	c) <b>Chairman of PCC</b> – As Incumbent Fr Colin is chair of PCC <b>Vice Chairman of PCC</b> – Sarah Canham agreed to take on this role and will chair PCC meetings in Fr Colin's absence.	
	d) <b>Standing Committee Membership</b> – 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. It was agreed to keep this the same.	
	e) <b>Electoral Roll Officer</b> – Derek Strickland has agreed to carry on with this role.	
	f) <b>Safeguarding Officer</b> (Youth Coordinator/Child Protection Officer/Vulnerable Persons Coordinator) – Sonja Renfrew has confirmed that she is happy to carry on in this role. <b>Deputy Safeguarding Officer</b> – Lynn Winter has agreed to carry on in this role.	
	g) <b>Training Liaison Officer</b> – Candy Williams agreed to remain as Training Liaison Officer.	
	h) <b>Disability Awareness Officer</b> – Marian Haughton has agreed to	

		remain as Disability Awareness Officer but would like more information as to what this job involves (eg a job description from the Diocese). She was advised that the best person to contact at the Diocese is Rev Amanda Collinson, Bishop's Chaplain and Chris will send Marian her email address.	
	i)	<b>Honorary Recorder/Parish Giving Scheme</b> – David Cavey and Malcolm Brewer will take on this role alongside Sara Pask who will claim the gift aid online.	<b><u>ACTION</u></b>
	k)	<b>Data Protection Officer/GDPR Coordinator/CCTV</b> – Sarah Canham and Richard Spurgeon as Churchwardens are responsible for this.	
6.		<b>Charities Account Treasurer</b> – Lynne McNeill has agreed to carry on as Charities Account Treasurer. For the new members 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.  <b>The PCC voted unanimously to accept all the above nominations.</b>	
7.		<b>Formation of PCC Committees</b> PCC members were asked which Committee they would like to join.	
<b>F&amp;F &amp; Quinquennial</b> Sara Pask Malcolm Brewer David Cavey  <u>Co-opted:</u> David Cain		<b>Pastoral</b> Patricia Byrne Marian Haughton Anne Morgan Candy Williams Lynn Winter June Diaper  <u>Co-opted:</u> Lynne McNeill Rosy Stone	
<b>Church Hall</b> Malcolm Brewer Sarah Canham Jane Cook Dawn Hyett June Diaper Sara Schillemore  <u>Co-opted:</u> Fiona Ross Glynn Ross Ian Gibson Sandra Hewett		<b>Mission &amp; Stewardship</b> Fr Colin (Chair) Fr Ray (ex officio) Rev Sandra (ex officio) Patricia Byrne Anne Morgan Lynn Winter  <u>Co-opted:</u>	
<b>Social &amp; Fundraising</b> Malcolm Brewer Sarah Canham Jane Cook		<b>Eco Church Group</b> Malcolm Brewer Jane Cook Sara Pask	

Marian Haughton Sue Hodgens Dawn Hyett  <u>Co-opted:</u> Mo Peters Ian Gibson Janet Johnson John Johnson Linda Smith (will help if available)	Lynn Winter  <u>Co-opted:</u> Mo Peters David Cain
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**Churchwardens can attend any of the sub-committees.** Co-opted members will be invited and agreed by the various Committees at their first meeting and Chairs to let Jane know the date of their first meeting and who has been co-opted so she can produce an accurate list.

8.		<b>Election of Sidespersons / Meet and Greet</b>	<b><u>ACTION</u></b>
		Jane Cook Linda Wainwright Malcolm Brewer David Pask Sarah Canham Susan Deal Marian Haughton Barbara Clark Roz Wycherley Lynn Winter Sarah Brewer Wendy Dancer Andrea Thomas Tracey Siou  The PCC voted unanimously to accept all the above.	
9.	a)	<b>Charity Treasurer's Report</b>	
		Lynne emailed Jane with the following report: £134.29 was raised for the Bishop's Lent Appeal in March  £38.66 was raised for Naomi House and Jack's Place and £38.66 for the Rowans in April.  In addition £220 was sent to Christian Aid from the proceeds of the Lent lunches	
	b)	<b>Treasurer's Report</b>	
		As Sara was unwell and not at the meeting she had not produced a report.	
10.		<b>Dates of Future Meetings:</b> <b>2024</b> Tuesday 23 <sup>rd</sup> July Wednesday 9 <sup>th</sup> October Monday 16 <sup>th</sup> December	ALL

	<p><b>2025</b>  Tuesday 4<sup>th</sup> February  Monday 17<sup>th</sup> March (Approval of Accounts 2024)</p> <p>Until Fr Colin's return there will be no Eucharist and all meetings will start at 7.30pm in Church.</p> <p>Holding PCC meetings every 2 months enables the sub-committees to meet and send in a report for each PCC meeting.</p>	<b><u>ACTION</u></b>
11.	<p><b>Date of APCM 2025</b>  The APCM will be held on <b>Sunday 13<sup>th</sup> April</b> in Church following the 10am Eucharist.</p>	ALL
12.	<p><b>Committee Reports</b></p> <p>The only reports received since the APCM were a Safeguarding report from Sonja dated 12<sup>th</sup> May and a Social and Fundraising Report dated 10<sup>th</sup> April which had both been circulated to PCC members before this meeting.</p>	
13.	<p><b>Correspondence / AOB</b></p> <ul style="list-style-type: none"> <li>• <b>Letter from Dawn Trimby re her Mum's legacy</b>  Jane had received a letter from Dawn advising that her Mum, Eve Inwood, has left the sum of £1,000 to the church. Dawn and her brother David would like some of this money to be used to purchase a flower pedestal as her Mum would always comment on how lovely the church was when there were real flowers and is something she would have approved of. They are happy for the rest of the money to be used on whatever we decide. Lynn and June will look at flower pedestals and report back to the next meeting. It was suggested it would be nice to have a plaque on it. Jane has written a thank you letter to Dawn from the PCC.</li> <li>• Chris had also received a thank you letter from <b>Sophie's Legacy</b> for the donation of £50 which we sent them in April.</li> <li>• <b>Communion Wine</b> - Marian said that she buys the Communion wine from Sainsbury's which is currently costing £10.60 a bottle. They do a similar one which is their own brand for £6.80 a bottle and she wonders whether we could change to save money. It was agreed to give it a go.</li> <li>• Chris read out a confidential letter the content of which will be added to these Minutes when appropriate.</li> </ul>	
14.	<p><b>Date of Next PCC Meeting</b></p> <p><b>Tuesday 23<sup>rd</sup> July</b> in church at 7.30pm.  Please let Jane have apologies in advance of the meeting if you are unable to attend.  There being no further business the meeting closed at 8.50pm.</p>	ALL