

PCC meeting, Wednesday 27 June 2018

Present

Tamsin Gilbert (TG), Ruth Atkins (RA), Charles Gaisford (CG), Caroline Manders (CM), Mary Embleton (ME), Vivienne Cripps (VC), Alicia Davies (AD), Grace Burfitt (CB), David Burfitt (DB), Cathie Little (CL), Michelle Herbert (MH), Chris Nutman (CN), Rosemary Siebert (RS)

Item	Discussion	Action
1	<p>Welcome and opening prayer</p> <p>TG warmly welcomed everyone to the meeting and opened with Bible readings from 2 Samuel 7 v1 onwards, 1 Kings 6 v1 and 1 Peter 2 v 4 & 5 and RS followed this with a prayer.</p> <p>TG gave an update on Richard.</p>	
2	<p>Apologies for absence</p> <p>Richard Zair, Malcolm Denton, Tim Jack, Neil Rowe.</p>	
3	<p>Declarations of Interest</p> <p>JR declared her interest in relation to item 7 on the agenda.</p>	
4	<p>Minutes of the meeting held on 23 May 2018</p> <p>JR identified a correction to item 6, the month should be June 2018 and not May 2018.</p> <p>Following this correction, the minutes were approved and signed as an accurate record.</p>	
5	<p>Matters arising</p> <p>The signs in the kitchen at the Baptist Hall relating to water and electrics have been displayed by TG and relevant people informed about the bee nest.</p> <p>NR has spoken to Mark Pratchett about asking the Marcham Community Group to help with the costs of the building as it is a key element of the transition for the whole of the community. Mark said this would be a good idea but more detailed costs would be needed before speaking to the MCG.</p> <p>Action: NR to look at detailed costs</p>	NR
6	<p>Financial update</p> <p><u>Current financial position</u> CL went through the financial documents she had emailed to PCC members. She explained:</p>	

	<ul style="list-style-type: none"> • The required electrical works will come under the £3k contingency fund. • The admin and older peoples work salary in the budget are not currently being used as people are not in post. • The current balance is £49,860. • If nothing changes the 2019 budget will need to reduce by £15-20K. • Further exploration has shown that the contactless giving option for contributions CL raised at the May meeting is not worth progressing forward at this stage. <p><u>TRIO</u> CL suggested TRIO should tie in with giving thanks to God for what we have had and what we are giving back to God. The whole church family needs to be prayerful about this.</p> <p>CL suggested the name could be changed to Vision Sunday instead of TRIO Sunday.</p> <p>Action: Everyone to feedback to NR, TG or CL on this suggestion.</p> <p>CN asked what the suggested shortfall is for the end of the financial year. CL responded, £14k to £15k. CL reminded PCC members that if the money is not available in the budget then expenditure will need to be reviewed.</p> <p>Action: Everyone to look at the information provided by email from CK and look at what could be cut from the budget up to £10k.</p>	<p>All</p> <p>All</p>
7	<p>Refurbishment discussion</p> <p><u>Outcome of prayer</u> CG referred to a letter in Ephesians and feels we should be focusing on sinking our roots back to God and getting our mindset right with God.</p> <p>CL added, Richard’s vision for the church for the next 3-5 years is very aspirational and we should get the wheels in motion and start with the digital survey.</p> <p>ME added, with Richard’s situation and him out of the picture for a few months, she does not feel this is the right time for a new ask for a big picture. The finances of the church need to in sync. ME suggested whatever is agreed the church family should be updated.</p> <p>RS said she had a sense of the church re-grouping whilst Richard is having his treatment.</p>	

MH said with new people and families in the village we need to be out-reaching and not risk splitting our energies between new people and the work of the church and its infrastructure.

TG added, the Church Wardens (her and NR) feel God is saying this could be a time to pause.

CM said the church is not central in the village. She understands some people have an identity with the church, but the people are the church.

TG added, the community project is at a difficult place at the moment and our focus should be on building our people and listening to God.

MH commented, we should look and listen to God's timespan and there are many examples of this in the Bible.

RS added, we need to ensure we share our thinking with the church family.

CL added, we still need to be mindful of a breakout area for parents with young children. This is a small thing which can make a big difference.

Digital Survey

TG said the quote for the digital survey is £5,604 (excluding VAT). The survey would cover the church building and the church yard. TG added that any future work to the building would require a digital survey.

JR asked if the digital survey could go out of date due to technology changing.

TG responded, the measurements obtained from the survey would not go out of date.

CN asked if the quote included electrics and plumbing, NR & JRing.

TG responded the quote would need to be read in detail and added NR is seeking a second quote.

CG asked what projects are pressing and is there anything structural.

CN responded, some stonework repairs are needed to the tower and the boiler house building.

CG enquired if the boiler house building has had a safety check and what the short term benefits would be of undertaking the digital survey.

	<p>TG responded the survey is for the longer term.</p> <p><u>Next steps</u> RS suggested we wait and pause at this stage.</p> <p>CG added it is good to have a vision and RS said we need to wait until our 'leader' is with us.</p> <p>It was agreed a second quote for a digital survey will be sought.</p> <p>Action: second quote for the digital survey to be sought.</p> <p>It was agreed to look at to work on the room for parents and children (the room behind the organ) and having the use of a stairgate. The priority would be having a speaker in the room and then look at live screening. CL added, there is £2K in the budget for this.</p> <p>Action: CG/ JR to progress forward the work on the room for parents and children.</p>	<p>NR</p> <p>CG/ JR</p>
<p>8</p>	<p>Discussion on the housing allowance</p> <p>JR left the meeting for this item due to a conflict of interest.</p> <p>CN had circulated notes about the housing allowance prior to the meeting. He also went through these at the meeting.</p> <p>CN proposed the housing allowance for JR if approved should be backdated to the first month when she moved into rented accommodation.</p> <p>CG commented, some organisations operate this payment depending on the pay scale the person is on.</p> <p>RS asked if it is a fair method.</p> <p>CN responded, for this proposal the housing allowance is not linked to salary and advised the housing allowance percentage increase would be the same as the percentage increase in salaries as agreed at the May PCC meeting.</p> <p>CN proposed JR is paid a housing allowance and it is backdated to when she moved into her rented accommodation. TG seconded the proposal.</p> <p>All PCC members present for this item unanimously approved the proposal.</p>	
<p>9</p>	<p>Fabric update</p> <p>The electrical test costs are:</p>	

	<ul style="list-style-type: none"> • The Baptist Hall cost £300 • All Saints and St Luke's cost £480 (the St Luke's test must be completed) <p>The costs for remedial works are:</p> <ul style="list-style-type: none"> • Baptist Hall £175 plus VAT • All Saints £1,080 plus VAT <p>Once the work is completed the electrical certificates can be issued.</p> <p>CG asked if there could be a bigger trip switch for the Baptist Hall.</p> <p>Action: CG to discuss with MD</p> <p><u>Insurance</u> The renewal quotes for the insurance is:</p> <ul style="list-style-type: none"> • All Saints and the Baptist Hall £4,227.88 • St Luke's £1,363.38 <p>This is £140 more than budgeted for.</p> <p>Action: TG to ask MD to get another quote</p> <p>TG added a key safe has been installed at All Saints and the code will be given to a limited number of people.</p> <p><u>Baptist Hall</u></p> <ul style="list-style-type: none"> • There have been no further issues reported with the hot water. • A working group had recently cleared the grounds and replaced the shed. • A further working group will take place to clear the area behind the hall. 	<p>CG</p> <p>TG</p>
<p>10</p>	<p>Children and Youth update</p> <p>JR and Rob Finch have had meetings with their support groups which had been set up.</p> <p>JR's support group: CG (chair), Kate Jackson, Vicki Tinkler and Margaret Willis.</p> <p>Rob Finch's group: Mark Newman (chair), Ann Wilson, Bill Privet and RA.</p> <p>TG reported back from Mark on Rob's first support group meeting:</p>	

	<ul style="list-style-type: none"> • Rob felt communications between the PCC and his role has not been good. • Rob is happy to attend a PCC meeting and talk about his role. • Rob's contract is due to end in July 2019 and he has said he would like to stay in the village and with a role (job) at the church. <p>CL commented, she has linked with people who have pledged money for Rob's post and some can continue and others not.</p> <p>Action: it was agreed TG would write to Rob and Jay and say the PCC in principal supports them staying at the Church with Rob in his role.</p>	TG
11	<p>Mission Partner update</p> <p>ME said TG provides updates to the church family about the Mission Partners in the weekly notices. The plan is to have a round-up over one to two Sunday services on the activities of the Mission Partners.</p> <p>ME reported:</p> <ul style="list-style-type: none"> • The recent production of the Pirates of the Penzance raised £4,300. • A vintage tea party is being planned for the summer. • A Send-a-Cow photo exhibition is being planned for September and a cheese and wine evening is being considered for people seeing it. 	
12	<p>Deanery Update</p> <p>Kevin M is now officially on the Deanery Synod.</p> <p>CM reported the Deanery has met and the main points to note are the use of the reserves for increasing rebates and Deanery projects.</p> <p>The rent rebate approved for All Saints is £15K.</p> <p>RS has applied to the Deanery for a votive candle holder.</p>	
13	<p>AOB</p> <p><u>Welcome to Marcham event</u> GB updated that a meeting had taken place but she was unable to attend. Another welcome event is being considered for August.</p> <p><u>GDPR</u> TG reported the data audit is in progress.</p> <p><u>Community hub</u></p>	

	<p>TG reported this is making slow progress.</p> <p><u>Health and Safety</u> Waiting to hear back from Malcolm about the issue of the wire going through the trees.</p> <p>Bees are present in the church and warning notices are in place.</p> <p><u>Off-site activities</u> The recent Family Friday event at Church was very good.</p> <p>The next quiet event is on 14 July at the Whitehorse.</p> <p><u>Safeguarding</u> TG has asked the safeguarding group to review the policy.</p> <p><u>PCC meeting in August</u> It was agreed there would be no PCC meeting in August.</p> <p>The October meeting date will be changed as currently it is during half-term.</p> <p>Action: New date in October – 31st.</p> <p><u>Care of Older People</u> TG informed the PCC that the care of older people had not been forgotten since Rachel left. One option may be an Anna Chaplain but this requires more investigation and thought.</p> <p>VC asked if there is going to be a successor to Rachel Gaisford. TG responded there are no plans yet. Rachel will be producing a report on the work she did in the role.</p> <p>The meeting closed at 21:30</p>	TG
14	<p>Date of next meeting</p> <p>The next meeting is taking place on Wednesday 25 July 2018.</p>	