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**Minutes of PCC Meeting**

**Tuesday 19 November 2024 at 7pm**

**at St John’s Church Hall**

**Present:**

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| Rev. Graeme Dixon (Chairman) | Clive Jones | Sarah Phelps |
| Kevan Abernethy | Ann Laird (invited) | Linda Purkess |
| Sarah Beak | Randell McKay | Fiona Skidmore |
| Lynn Black | Sue Muldowney | John Sofrin |
| Ewan Brown | Peter Myerscough-J (invited) | Crawford White |
| Glennis Gould | Christine Owen |  |
| Simon Harris | John Pennells |  |

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|  |  | **Action** |
| **1.** | **Opening Prayer**  Graeme Dixon opened the meeting in prayer. |  |
| **2.** | **Apologies for Absence**  Angela Jones, Angela Wright |  |
| **3.** | **Declarations of interest**  Ann Laird’s daughter is Assistant Diocesan Secretary and Ann is Chair of SCRATCH. |  |
| **4.** | **Safeguarding**  Sue Muldowney’s notes for the Standing Committee on 4 November, had been circulated prior to the meeting, plus the current Dashboard Report.   * Standing Committee had agreed that although Safeguarding Sunday was on 17 November, this would be acknowledged at a later date, at both churches. It had also been agreed that we would offer a date for collective Safeguarding training to be held at St John’s, to ensure all volunteers, across both churches, have an awareness of Safeguarding issues and procedures. This training would last about an hour, and also be open to anyone to attend, including non-volunteers. A Certificate would be issued to all attendees. * Sue reminded the meeting that all members of the PCC should have access to the Dashboard, and there will always be a number of ‘amber’ items because the Diocese sends reminders 3 months in advance. Sue emphasised that the whole PCC had to discuss and agree, on the completion of the recently issued Worksheets. These can be completed over a 3 year rolling programme. Sue suggested the PCC had a separate meeting to purely discuss the questions involved. * It was stated that, as a Parish, we must be seen to be taking Safeguarding seriously and not be apologetic for a strict application process for volunteer roles. Safeguarding processes protects the volunteers as well as others, and therefore it is important for as many people as possible to receive training. * It was stated that corporately as a church family we must all be vigilant and sensitive; we should act on ‘hunches’; perpetrators are often people we do not expect, and we must handle any issues appropriately. Awareness of the need for safeguarding has been heightened because of the recent situation with Archbishop Justin Welby. * Ewan Brown stated that, at the beginning of each school term, he reminds all those helping with children/youth groups of what they will be doing and what is expected of them. It was agreed that the volunteers should have sight of the risk assessments for each group. Ewan agreed to print copies and ensure these are available on Sharepoint. Ewan confirmed there are job descriptions for each of the group leaders, and he is in the process of producing a generic job specification for children and youth workers. * It was emphasised that no adult should be left alone with a child. If this situation arises the lone adult should immediately find another adult to join them. | Sue Muldowney  Sue Muldowney  Ewan |
| **5.** | **Health and Safety**   1. **Railings** Simon Harris confirmed he will use some postcrete to try and secure the wobbly railings at the back of the Church Hall. It was agreed that if this was not successful we would employ a builder to resolve the problem. 2. **Floor Boxes on St John’s Dais** Linda Purkess offered to help write the Faculty needed for this work. 3. **First Aid**  It was stated that there was no First Aid Box provided in the Community Centre, and Andy Ball has been taking a First Aid Box from the cupboard in St John’s Vestry, for Sunday Club, but this is incomplete. It was agreed that Andy could purchase the necessary items needed to refurbish the contents of the First Aid Box. It was confirmed that Randell McKay regularly checks the two First Aid Boxes in St John’s Church and one in the Church Hall. Graeme will speak to Phil Bundy as it is a legal requirement for an adequately stocked First Aid Box to be provided in the Community Centre, and we use this for Tots group; Coffee Break as well as Sunday Club.  It was noted that First Aid training for the majority of First Aiders listed in St John’s Church, has expired. It was agreed that Abbie, in the Church Office, should compile a list of all those in our congregations who have had some form of First Aid training, including what training they have had, and when, plus any others who may like to be trained. First Aid training normally needs to be redone every 3 years. Randell stated that Lord’s Hill Community Centre offers First Aid Training Courses. Ewan confirmed that he and Andy had completed some First Aid Training on-line. John Sofrin stated that he had been First Aid trained some years ago and he is usually at St Boniface when the Friday gang are working; no-one is allowed to work alone and there is resuscitation equipment outside the Men’s Shed.   It was stated that if no First Aider is available, and the need should arise, 999 should be rung.  It was agreed that there needs to be central First Aid training for everyone. In addition, Sarah Beak offered to provide Basic Life Support training if this would be beneficial to anyone. 4. **Safety Light** It was reinforced that there needs to be a light fitted to the external back wall of St John’s church to light the path to the Church Hall, especially as the sensor light on the fence is not working. Randell agreed to contact the Electrician we use, to check the sensor light and fix an additional light. | Ewan/Andy  Graeme  Abbie/Graeme  Sarah Beak  Randell |
| **6.** | **Finance**  The Finance Report was circulated prior to the Meeting.   1. **Overpayment of Common Mission Fund** Following Bishop Philip’s appeal for Parish’s to consider an overpayment of the CMF, Graeme recommended we defer any decision until the Diocesan Report at the end of the financial year. 2. **Monthly Retiring Collections for Charity** Linda commented that following the PCC’s decision to stop supporting the Barnabas Fund, we need to nominate another charity for our March retiring collection. It was suggested that we review all our monthly charities in the light of current donations, and to reflect more local worthwhile causes. The following local charities were suggested: **The Firgrove Trust** – helping those with unwanted pregnancies and infant deaths. **Heartbeat** – helping parents of children with degenerative heart problems. **The Big Difference** – helping refugees with clothing etc. It was agreed that relevant literature concerning these charities should be circulated to the PCC to inform final decisions. | Peter/John S/  Clive |
| **7.** | **St John’s**   1. **Pews to Chairs** Graeme stated that our Faculty is now with the Chancellor for his decision. Graeme is still waiting to receive advice from the Diocesan Advisory Committee regarding our obligation to notify the local Parish of our intention. 2. **Church Roof** Randell confirmed that the roof had now been repaired! Several tiles were replaced and others re-fixed. The roofer confirmed that the sub-structure of the roof is good. Coping stones have been replaced over the boiler house and cast iron guttering also replaced. Over the vestry, roof valleys and gutters have been cleared which should eliminate the occasional ingress of water into the toilet. Randell commented that we are now awaiting the bill but most of the cost of repairs will be covered by a grant. 3. **Church Wardens Update** Lynn Black confirmed that Bishop Philip had now accepted her resignation as Church Warden, in writing. Graeme thanked Lynn for her service in the role.   It was agreed that the process can now commence to appoint new Church Wardens. Ann Laird and Peter Myerscough-Jackopson will need to complete Nomination Forms, and the opportunity be given to anyone else who wishes to be considered for the role. The relevant notices need to be publicly posted 10 days before nominations are voted upon by members of the Parish.  It was agreed to hold a Parishioners Meeting at the beginning of the 10am service at St John’s, on Sunday 8 December 2024, for the voting and commissioning of the new Church Wardens. Prior to this, Ann and Peter will introduce themselves to both our churches at a Sunday service. Simon Harris will also need to be voted in as Deputy Church Warden at the meeting on 8 December. 4. **Church Hall** It was confirmed that the roofer agreed to look at the condition of the roof, and he was not complimentary! He stated that the roof over the toilet block is unrepairable; the lead is cracked and has holes; the tiles are not waterproof; the whole roof needs replacing. He will send us a written report.  It was agreed that the hall cannot be left to deteriorate further and become unsafe. There was a discussion regarding whether it was worth spending money on a new church roof now if we are going to refurbish/replace the Church Hall. Graeme stated that modern modular buildings would not need an Architect and can be installed relatively quickly. We do not need a Faculty but would need planning permission for a new Church Hall.   It was agreed that a Feasibility Study Group was needed as a matter of urgency. Christine Owen and Glennis Gould offered to help with this. Graeme will appeal, at Sunday’s service, for more volunteers and particularly for someone to lead the Feasibility Study. Graeme will also approach Phil Bundy for his help and expertise.  Christine shared a picture, she believed the Lord had given her, of the Red Sea being parted. The Lord has opened up the way ahead for us and we need to take a step of faith forward towards a new Church Hall (the promised land). Christine encouraged everyone to pray!! | Graeme  Ann/Peter/  Graeme  Ann/Peter  Christine/  Glennis  Graeme |
| **8.** | **PCC Prayer Meeting**  As very few members of the PCC attend the monthly prayer meetings on a Saturday morning, it was agreed that we would have 30 minutes of prayer time at the beginning of each PCC and Standing Committee meeting. The last prayer meeting on a Saturday will, therefore, be on 23 November 2024. |  |
| **9.** | **Minutes of Romsey Deanery Synod Meeting on 16 October 2024**  The Minutes had been circulated prior to this meeting.   * Point 6 of the Minutes was highlighted: “**Common Mission Fund Update -** …. despite the difficult financial situation the Diocese is facing …. with the exception of one parish the indications were that all Parishes in Romsey Deanery will be able to make their payment to the CMF in full by the end of the year.” * Linda commented that the Report on the Romsey Deanery Link with South Rwenzori Diocese, was interesting. Graeme encouraged everyone to travel abroad to visit any church links/projects, if it became possible. |  |
| **10.** | **Minutes of PCC meeting on 14 October 2024**   1. **Approve the Minutes for accuracy** The Minutes were approved – Proposed Randell McKay,seconded Sarah Phelps. 2. **Matters Arising not already covered 7. Nursling Men’s Shed Update and Lease Development** Linda had received an email from Fred Lyon listing points for agreement. These will be discussed at the next PCC meeting. **8. St John’s Church Hall** Christine Owen has offered to accompany Ann when she visits Colden Common Church in the New Year.   **11. Christmas Schedules** All the pubs contacted by Graeme stated they are too busy serving meals to accommodate Carol Singing. Graeme commented that the Christmas Leaflets are being delivered on Thursday 21 November, and need to be delivered around the local area quickly. He encouraged everyone to help. It was stressed that the leaflets needed to be allocated to the streets correctly; especially on the new Broad Leaf Estate. | Christine  Ann/Christine  PCC |
| **13.** | **Minutes of Standing Committee Meeting on 4 November 2024**   1. **Amendments 7.ii. St John’s Church Roof** 3m fences, not 3ft, would be erected to restrict access to the roof.   Subject to this amendment the Minutes were approved –  Proposed Lynn Black, seconded Linda Purkess   1. **Matters Arising 10. Future Dates** It was confirmed that the APCM will be on Wednesday 30 April 2025. It was noted that the Annual Reports and Accounts need to be approved by the PCC at the Meeting on Wednesday 19 March 2025. | Christine |
| **14.** | **Future Dates**  **Standing Committee**: Tuesday 14 January 2025 – 7pm St John’s Church  **PCC Meeting**: Wednesday 29 January 2025 – 7pm St John’s Church  **Standing Committee**: Tuesday 4 March 2025 – 7pm St John’s Church  **PCC Meeting**: Wednesday 19 March 2025 **(Approve Annual Reports and** **Accounts)** – 7pm St John’s Church  **APCM** – Wednesday 30 April 2025  Deanery Synod: Tuesday 25 February 2025 tbc  Deanery Synod: Tuesday 17 June 2025  Deanery Synod: Wednesday 15 October 2025  **Dates of PCC Prayer Meetings – 9.30-10.30am in St John’s Church Hall**  Saturday 23 November 2024  SC and PCC Meetings will be in person at either St John’s church or St John’s Church Hall. |  |
| **15.** | **Any Other Business**   1. **Twinspires Website** Ewan gave a short presentation on a new system management program for the website. Currently Ewan oversees the website and youth page, and Abbie oversees the Facebook page. The cost is £3 per month and this is mainly used for blogs. Ewan proposed to change to Hubb.church which is a more modern, easy and accessible program for church websites and has safeguarding policies already built into it. We would be able to retain our Twinspires email. Ewan offered to set this up (he has previous experience) and teach Abbie. The cost would be £19 per month for the basic package. This would include 5 editors: Website hosting;  Calendar;  On-line Donations;  Event Booking;  Sermons, Podcasts & Newsletters. Sarah Beak kindly offered for her and Steve to sponsor this each month. The PCC agreed for Ewan to set up this new program in the New Year - Proposed Glennis Gould, Seconded Sarah Phelps. 2. **St Boniface** Kevan Abernethy commented that he thought the ‘Friday Gang’ at St Boniface should be called the ‘Friday Group’. Kevan proposed that the Men’s Shed make four silhouettes of soldiers to stand outside of St Boniface Church for Remembrance Sunday 2025. It was agreed to defer a decision until nearer the time.   Kevan wanted to acknowledge all the voluntary work that happens at St Boniface to help maintain the church and churchyard, including John Sofrin who often acts as a ‘tour guide’ to visitors to the church. Graeme recognized and thanked all those involved for their commitment.   1. **Remembrance Sunday at St John’s** Ewan and Sarah Phelps expressed their thanks to everyone for their support in helping look after 20 young members of Beavers and Squirrels. Graeme also offered thanks to all the Scouts who attended the service. 2. **St John’s 170th Birthday**   It was commented that next year would be the 170th Birthday of St John’s Church and consideration should be given to whether we should arrange a celebration or wait until the 175th Birthday. A decision was deferred.   1. **Social Events** Graeme encouraged all members of the PCC to attend the social events that are arranged across both churches, as it is important for the PCC to be seen giving their support. The next two events, which are also fundraising, are:   **Saturday 23 November 2024 -  St Boniface and Men’s Shed Open Day 10am-2pm Saturday 30 November 2024 - St John’s Church Christmas Fayre 11am-2pm**   1. **Wednesday Morning Prayer Meeting on Zoom** Graeme stated that usually only 3 people attend this prayer meeting: Claire Thompson, Jim and Graeme. However, Claire now runs a homegroup on Wednesday mornings and Graeme cannot always attend. There is an early prayer meeting held in St John’s Church at 7am, and it was agreed that the Prayer Meeting on zoom at 9am, would no longer take place. 2. **Christingle Service** Linda offered to purchase 100 oranges, sweets and sticks to enable the Christingles to be made on Saturday 30 November, ready for the Sunday service on 1 December 2024. | Sarah & Steve Beak  Christine  Christine |
| **16.** | **Closing Prayer**  Graeme led the meeting in a time of open prayer for ten minutes before closing the meeting. |  |

The meeting ended at 9.18pm.

CO/20241119 PCC Minutes