

Minutes of PCC Meeting
Tuesday 28 January 2025 at 7pm
at St John's Church

Present:

Rev. Graeme Dixon (Chairman)	Sue Muldowney	Fiona Skidmore
Kevan Abernethy (from 7.40pm)	Peter Myerscough-Jackopson	John Sofrin
Ewan Brown	Christine Owen	Crawford White
Glennis Gould	John Pennells	Angela Wright (from 7.20pm)
Clive Jones	Sarah Phelps	
Ann Laird	Linda Purkess	

		Action
1.	Opening Prayer Graeme Dixon opened the meeting with a time of open prayer.	
	Apologies for Absence Sarah Beak, Lynn Black, Simon Harris, Angela Jones, Randell McKay	
3.	Declarations of interest Ann Laird's daughter is Assistant Diocesan Secretary and Ann is Chair of SCRATCH.	
4.	Safeguarding Sue Muldowney confirmed that the Parish Dashboard is as up-to-date as it can be until we address the Worksheet questions; the Churchwardens have completed their training and a Risk Assessment has been written for the Friday Friends group. Sue requested that the PCC be asked to look at the Dashboard when Christine Owen circulates the meeting Agendas, so that everyone is up to date with the issues. Sue stated that she does not have to produce a safeguarding report at every PCC meeting. Sue will assist anyone having difficulty to access the Dashboard. Sue will speak to the Diocese regarding Graeme's access. It was agreed to leave the completion of the five Worksheets until after the APCM, and be completed over five PCC meetings. One Worksheet will be circulated to the PCC two weeks before each meeting for the questions to be considered, thus, necessitating only a short time of discussion at each meeting. Clive Jones commented that he cannot access his twinspires email. Lynn will be asked to look at this.	Peter/John Christine Sue Sue/Christine Clive/Lynn
5.	Health and Safety <ol style="list-style-type: none"> i. It was confirmed that Simon Harris will fix the wobbly railing at the back of the Church Hall, by anchoring it to the wall. ii. It was thought that Simon had completed the Faculty necessary for the floor boxes on the dais at St John's Church. iii. It was agreed to trial the mousetraps we already have. These are kept in the cupboard in the Church Hall ladies' toilets. It was suggested that Simon liaise with Randell as he has previously used the traps. 	Simon Simon Simon/Randell

	<p>iv. It was agreed that Linda will email Simon with suggestions of the bins we need to purchase for the Church and Church Hall, to help deter the unwelcome vermin.</p>	Linda/Simon
6.	<p>Finance The finance report had been circulated prior to the meeting.</p> <p>i. Monthly Charity for March It was stated that due to the withdrawal of our support for the Barnabas Fund, it was necessary to nominate another charity for our retiring collection in March. Three local charities were suggested: The Big Difference; Heartbeat and The Firgrove Centre. A majority vote of 6 elected The Firgrove Centre, which supports those with unwanted pregnancies, miscarriages and infant deaths.</p> <p>ii. Signatories for Bank Account It was agreed that the new Churchwardens; Ann Laird and Peter Myerscough-Jackopson, should be added as signatories for the bank account; alongside Linda Purkess, Lynn Black, Randell McKay and Christine Owen. Proposed by John Pennells; Seconded by Clive Jones</p> <p>iii. Donations from Weddings/Funerals Graeme commented that the giftbox at the back of St John's has a very slow connection; causing queues and congestion after weddings/funerals, and possible loss of donations. It was agreed that the giftbox would be taken off the internet and all donations processed after the event; the collection plate would still be used for cash donations; and QR codes be posted on the walls either side of the Church door, to offer choices.</p> <p>iv. It was confirmed that the offertory bag should be reinstated at St Boniface services, as agreed at the Standing Committee on 4 November 2024.</p>	<p>Linda</p> <p>Linda</p> <p>Linda/Ewan</p> <p>John Sofrin</p>
7.	<p>St Boniface</p> <p>i. Nursling Men's Shed – Sunday Opening The Nursling Men's Shed had proposed opening on a Sunday and offering tea and coffee for church goers after the morning service at St Boniface. Concerns were expressed that this could evolve into something more, with machinery being used. It was emphasised that Sunday is a time of Worship at St Boniface and that time should be preserved. The Men's Shed had been given the option of opening on a Saturday but had declined. It was agreed that 'if the Men's Shed wished to open purely for fellowship among themselves, and to offer tea and coffee for the St Boniface congregation, this should only be from 11.30am-1.00pm on the third Sunday of each month when the church undertakes Holy Communion. It should strictly be a social gathering and no work undertaken inside or outside the building.' These conditions will be included in the new Lease Agreement currently being drawn up. Christine will compose an email reply to be sent to the Men's Shed. Proposed by Fiona Skidmore; Seconded by Crawford White</p> <p>ii. Nursling Men's Shed – Saturday Open Day in June The Nursling Men's Shed have proposed having an Open Day in June and would like St Boniface Church to be included. Angela Wright confirmed that St Boniface Day is on 5th June 2025, and therefore St Boniface will be celebrating as usual on Saturday 7 June. It was agreed that the Men's Shed could, therefore, have an Open Day on 7 June 2025. Christine will reply to Mike Bunce and David Cheetham, who should liaise with John Sofrin. Proposed by Sarah Phelps; Seconded by John Sofrin</p>	<p>Graeme/Linda/ Christine</p> <p>Christine/ John Sofrin</p>

	<p>iii. Quinquennial Report Graeme confirmed that we have not yet received the Report from Fiona, the Architect. Graeme agreed to contact Fiona. John Sofrin queried the date of the last Electrical check. John will ask Abbie for sight of the current paperwork. Angela stated that PAT testing was needed at St Boniface. It was agreed that Randell should be asked for his assistance as he had conducted this at St John's.</p>	<p>Graeme John Sofrin John Sofrin/ Randell</p>
<p>8.</p>	<p>St John's</p> <p>i. Pews to Chairs Graeme confirmed that we are awaiting the Chancellor's decision.</p> <p>ii. Church Wardens It was confirmed that Ann Laird and Peter Myerscough-Jackopson had been authorised by the Archdeacon this evening and were now officially Church Wardens. Graeme formally congratulated Ann and Peter. It was stated that the top of the Church Wardens' Staff had come off. Graeme will ask the Men's Shed if they can repair this.</p> <p>iii. Approval of Chalice Bearers Graeme confirmed that Church Wardens are automatically authorised to be Chalice Bearers at Holy Communion, but all other volunteers need PCC approval. Current volunteers are: St John's Jen Ball; Lynn Black; Jenny Cleaver; Alison Collins; Jane Coomer; David Edes; Clive Jones; Christine Owen; Arnold Rust; Katrina Stout; Graham Swinerd; Marion Swinerd; Pat Wills; Sharon Wills St Boniface Christine Cheetham Authorisation was agreed for all the above. Training will be given. Proposed Ann Laird; Seconded Crawford White</p> <p>Graeme also stated that he would like to give all Chalice Bearers the opportunity to become a Sacristan; to set up and set down the elements of the sacrament. Training would be given. It was agreed that Graeme could offer this opportunity. Proposed by Peter; Seconded by Sarah Phelps</p> <p>iv. Feedback on Healing Service and Christmas Services It was agreed the Healing Service was a time of blessing and benefit, although logistics need to be refined, due to the narrowness of St John's church. Graeme stated that if we have regular healing services we do not need to include Holy Communion; just anointing and prayer for healing, which should be easier to administer. It was commented that instructions from the front were not clear enough; people were unsure where to go and stewards were not employed effectively. It was congested in the chancel, but plenty of room at the back of the church for prayer ministry.</p> <p>Graeme suggested that we hold a healing service when there is a fifth Sunday in the month. The next applicable month is March, but because the fifth Sunday is also Mothering Sunday, the healing service would be held in the evening instead of the morning.</p> <p>It was agreed that we should offer a healing service at St Boniface. A healing service structure needs to be determined.</p> <p>The Christmas Carols around the fireside went well, and faces recognized from the community from last year. Graeme played the piano, but was the only musician available. It was agreed to try and book the Community Band, NOW, for next Christmas.</p>	<p>Graeme</p> <p>Graeme</p> <p>Graeme</p> <p>Graeme</p> <p>Graeme/ John Sofrin</p> <p>Graeme</p>

	<p>It was commented that having the Christmas Fayre on the Saturday appeared to encourage families to attend the Nativity Service, in church, the following day. One parent had suggested that the children could have been asked to dress up for the Nativity service and Sarah Phelps suggested that refreshments after the service would have given the opportunity to socialise with members of the community.</p> <p>Graeme commented that the Carolathon on Christmas Eve was too long, although about 70 people had attended, and it was the Christmas service which took the largest monetary collection. Linda Purkess confirmed we have received two lots of donations towards the cost of new Carol Sheets for next year!</p> <p>Ann Laird asked whether the Christmas events were just social or outreach, as there is usually no follow-up on social gatherings, but there should be on outreach. Graeme confirmed that everything outside of a Sunday service during Advent is outreach. We need to find ways of following up on people who only come to Christmas events.</p> <p>Although we distribute leaflets and put notices in the Village News, people do not always read them, and the leaflets are too small to put added information about each event. Personal invitations to events are the most effective.</p> <p>It was commented that we must not underestimate how difficult it is for some people to come through the church door. Christmas may feel the only 'safe' time. Lego Church attracts a large number of families; maybe because it is held in a 'safe' environment, at the school.</p> <p>It was suggested that next year we could 'go out', ie to the local Care Homes and Carol singing around Broadleaf Park.</p> <p>It was also noted that the Immerse Service at St John's can be late finishing when a number of people give testimonies; which causes difficulties for the children's groups.</p> <p>v. Easter Services It was confirmed that there would be an Easter event again, at St John's church, on Good Friday afternoon. It was commented that it would be good to have a real donkey again for our Palm Sunday service at St John's, and maybe a walk of witness from St John's to St Boniface church.</p> <p>vi. Church Hall Current members of the Feasibility Study group are: Christine Owen; Glennis Gould; Peter Skidmore; Ann Laird; Ewan Brown; John Pennells. Graeme stated that the Group will need to ascertain the needs of the current Hall users; plus the anticipated needs of the community; followed by a public meeting. Christine agreed to arrange an initial meeting of the Feasibility Group.</p> <p>Ann Laird commented that to secure community funding, it is important to have an 'evidence file' of what the Hall is currently used for, and what a new Hall could be used for. It is also essential to have all our Policies in place before applying for funding, eg GDPR. It was agreed that the PCC needs to regularly review all our Policies.</p> <p>vii. 170th Birthday Graeme confirmed that it is the 170th birthday of St John's Church in October 2025, and the Social Committee had suggested combining a celebration of this with the following events and services; as opportunities</p>	<p>Graeme/Ewan</p> <p>Christine</p> <p>PCC</p>
--	--	--

	<p>to engage with the local community and schools: The King's birthday event in June Garden Fair plus Amateur Play in August Flower Festival in October Patronal service in October plus Harvest lunch</p> <p>It was suggested that all events should be fully advertised in the Village News for the two months beforehand, and also a list of all events to come, to appear on our Church pages. The PCC unanimously agreed. Proposed by Sarah Phelps; Seconded by Crawford White</p>	Graeme/Social Committee
9.	<p>Pastoral Strategy / Diocesan Counsellor It was stated that at the recent Home Group Leaders' Meeting, the question was raised as to whether there was a Church Pastoral Strategy, and also a Diocesan Counsellor; in the event of experienced help being needed for an individual? Graeme confirmed that there is no Pastoral Strategy, but he normally carries out five pastoral visits per week, of 1-1½ hours duration each. There is a Pastoral Team, but they have limited capacity to undertake visits. Graeme stated that there is no Diocesan support, so expert help needs to be sought through GP's and Social Services, as needed. Sue Muldowney commented that this highlighted the need for Home Group Leaders to have Safeguarding training.</p>	
10.	<p>Deanery Synod Financial Briefing This was deferred to the next PCC Meeting.</p>	Christine
11.	<p>Minutes of PCC meeting on 19 November 2024</p> <p>i. Amendments 6.ii. Finance The Firgrove Centre, not The Firgrove Trust 7.iv. Church Hall "...new Hall roof..." not "...new Church roof..." Subject to these amendments the Minutes were approved - Proposed by Clive Jones; Seconded by John Pennells</p> <p>ii. Matters Arising 4. Safeguarding - Safeguarding Sunday will be on Sunday 16 February 2025. Lynn Black will preach at both churches. - Safeguarding training for everyone will be offered on a Tuesday evening. - Ewan confirmed that he had given Sue a copy of a generic job specification for children and youth workers.</p> <p>5. Health and Safety iii. First Aid - It was confirmed that Andy Ball had refurbished the First Aid Box used for Sunday Club. - Ewan confirmed that he is arranging the necessary First Aid training.</p> <p>15. Any Other Business i. Twinpires Website Ewan confirmed that work was in progress on setting up the new system management system for the website.</p>	<p>Sue</p> <p>Ewan</p> <p>Ewan/Lynn</p>
12.	<p>Minutes of Standing Committee Meeting on 14 January 2025</p> <p>i. Amendments The meeting took place in St John's Church, not Church Hall. 11. Future Dates The date of the PCC Meeting should be Tuesday 28 January 2025</p>	

	<p>ii. Matters Arising 4. Safeguarding Graeme confirmed that he had met with Amy Roche from the Diocese, and it had been suggested that we join with another church from the New Forest for safeguarding training with regard to Prayer Ministry. This will be provided by the Diocese. Graeme is waiting for further details.</p>	Graeme
13.	<p>Future Dates Diocesan Roadshow for Romsey Deanery: Thursday 30 January 2025 – St John’s Church Hall 2pm-6pm 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 – St John’s Church</p> <p>Deanery Synod: Tuesday 25 February 2025 tbc Deanery Synod: Tuesday 17 June 2025 Deanery Synod: Wednesday 15 October 2025</p>	
14.	<p>Any Other Urgent Business i. Grow Course Graeme confirmed that he and Ewan had attended one session of the ‘Grow’ course, covering church growth and vision. Peter M-J, Steve Beak and Nicola Englyst had been unable to attend. This course includes training strategies; how church runs and how to grow church; with vision and values. The course is in four sessions over a year. Feedback will be given to the PCC and the church.</p> <p>ii. Clive Jones Clive Jones stated that he is currently in his sixth year as a member of the PCC and will not be standing again at the APCM in April. His technical skills are used widely in the church and consumes a lot of time.</p> <p>Clive felt the ‘harvest is plentiful but the workers are few’, and there are a lot of people in the church not getting involved. The ‘volunteer’ forms had been highlighted at church for three weeks before Christmas, which had engendered new volunteers for some roles, but some families were unaware of the forms. It was agreed the forms should be available again at St John’s church on Sunday morning, and Graeme will pronounce them from the front. Christine will ask Alison Collins to produce these.</p>	Graeme/Ewan Christine
15.	<p>Closing Prayer Peter closed the meeting in prayer.</p>	

The meeting ended at 9.30pm.

	From	Actions	By Whom	Deadline	Done
1.	PCC 28.1.2025.	Safeguarding Worksheets (5)	PCC	1 x PCC 19.3.2025.	
2.	PCC 28.1.2025.	Safeguarding training	Peter/John S	ASAP	
3.	PCC 28.1.2025.	Graeme’s access to the Dashboard	Sue	30.1.2025.	
4.	PCC 28.1.2025.	Access to Clive’s twinspace email	Lynn	ASAP	
5.	PCC 28.1.2025.	Fix wobbly railing at rear of St John’s Church Hall	Simon	ASAP	

6.	PCC 28.1.2025.	Faculty approval and fit floor boxes to dais of St John's Church	Simon	ASAP	
7.	PCC 28.1.2025.	Set mousetraps in St John's Church and Church Hall as necessary	Simon/Randell	ASAP	
8.	PCC 28.1.2025.	Purchase new bins for St John's Church and Church Hall	Linda/Simon	ASAP	
9.	PCC 28.1.2025.	The Firgrove Centre to be our retiring collection for March	Linda	ASAP	
10.	PCC 28.1.2025.	Ann and Peter to be added as signatories to the bank account	Linda	ASAP	
11.	PCC 28.1.2025.	The giftbox at St John's Church to be taken off the internet, and QR codes to be posted on the wall either side of the church door.	Ewan/Linda	ASAP	
12.	SC 4.11.2024.	The offertory bag reinstated at St Boniface.	John S	ASAP	
13.	PCC 28.1.2025.	Reply to Nursling Men's Shed re Sunday opening	Christine/ Graeme/Linda	ASAP	
14.	PCC 28.1.2025.	Reply to Nursling Men's Shed re Saturday Open Day in June	Christine	ASAP	✓
15.	PCC 28.1.2025.	Chase St Boniface Quinquennial Report Electrical Check/PAT testing	Graeme John S/Randell	ASAP ASAP	
16.	PCC 28.1.2025.	Repair of Church Warden's Staff by Nursling Men's Shed	Graeme	ASAP	
17.	PCC 28.1.2025.	Authorised Chalice Bearers to become Sacristans + training.	Graeme	ASAP	
18.	PCC 28.1.2025.	Determine structure of a healing service for St Boniface.	Graeme/John S	ASAP	
19.	PCC 28.1.2025.	Immerse service too long for children's groups	Graeme/Ewan	ASAP	
20.	PCC 28.1.2025.	Initial meeting of St John's Church Hall Feasibility Group	Christine	25.2.2025.	
21.	PCC 28.1.2025.	Review Policies	PCC	PCC mtg. 19.3.2025.	
22.	PCC 28.1.2025.	Deanery Synod Financial Briefing deferred to next PCC meeting	Christine	PCC mtg. 19.3.2025.	
23.	PCC 28.1.2025.	First Aid Training	Ewan	ASAP	
24.	PCC 14.11.2024.	Request to Phil Bundy for adequately stocked First Aid Box to be supplied in the Community Centre.	Graeme	ASAP	
25.	PCC 28.1.2025.	New system management system for website.	Ewan/Lynn	ASAP	In progress
26.	PCC 28.1.2025.	Prayer Ministry training with Diocese	Graeme	ASAP	
27.	PCC 28.1.2025.	Volunteer forms printed for St John's services on Sunday 2 February 2025.	Christine	2.2.2025.	✓