

**ST MARY'S CHURCH, HADLOW**

**PAROCHIAL CHURCH COUNCIL**

**Minutes of the PCC Meeting held on Monday 21 September 2020**

8pm via Zoom

**1. Opening prayer**

Rev'd Paul welcomed everyone, and the meeting began with prayer.

**2. Members present**

Rev'd Paul White (PW, Chair); (NC); Kirsty Finch (KF); Jenny Hopkins (JH); Julia Miles (JM); Martin Massy (MM); Val Newell (VN); Michael Payne (MP) (part); Barbara Smith (BS); Katerina Nixon (KN)

**Apologies for absence:** Kelly Parsons, Francis Griffiths, Lisa Porrit; Michael Payne (part)

**3. Approval of Minutes**

Approval of the Minutes of 20 July 2020 PCC meeting - No corrections to minutes. Minutes approved.

**4. Matters arising (not otherwise covered by the Agenda)**

Equipment for the Parish Administrator (mobile phone and laptop): A mobile phone has been purchased, plus a separate £5 a month SIM-only contract. The phone number has been circulated via the weekly newsletter. A laptop has not been approved by PCC. Waiting until John Speed gives a quote; PW to discuss with him.

Café Plus, Holiday at Home and Messy Church – all stymied by rule of 6. Schools are operating under different guidelines

The altar frontal should be at church ready for Harvest and will be dedicated then. It will be stored in the vestry. The cabinet where altar frontals are normally stored need them to be folded, which is not good for longevity. A purpose-built cabinet will be made that will enable the frontal to be rolled. NC mentioned that it might be something that the Courier might be interested in doing a local good news story.

Nicky's leaving present: BS asked whether we have a cheque ready for Nicky on Sunday? Discussed a gift of cash might be most useful for her new home as well as something that reminds her of Hadlow. MM to ask Stephanie and Martin Ingham whether the painting he made which is used as the St Mary's letterhead could be printed and framed.

**5. Treasurer's report**

August expenditure almost the same as income. We are maintaining our parish offer to diocese and have £16K cash in bank plus some held by the diocese– not all unrestricted, however. We have access to ~10K of unrestricted funds. Giving is holding up. Some people who give via envelope have moved to standing order or are giving cash to MM. Now we are back in church physically this should make some difference to our giving.

BS mentioned that one cheque has not been cleared according to a giver. There is a small deficit for August but there are some bills to come in. When we need to use the heating we can expect to spend more so we are likely to have a deficit (hopefully small) by the end of the year.

£2694 was transferred to the Delhi Brotherhood which was raised via an appeal to the congregation and included £100 voted by the PCC.

2021 budget to be discussed in Standing Committee in October. We need to maintain what we are raising now and watch our costs, e.g. how we spend money when we appoint a new musical director.

Maurice Bush has said that he would like to give up his role as cashier – he has been a good support to the Treasurer who would like to record his thanks to him. There will be cash to be dealt with when we are back to normal. Barry Wheeler and Ian Thom are also part of the cash counting team. Duncan Murray enters data on Xero – accounting software – and David and Gabrielle Lear advise and help prepare the accounts. Jenny to organise a bottle of wine and card to be given to Maurice at the APCM.

## **6. Sub-committee reports:**

### ***Education***

VN fed back that the committee have not met since the last PCC meeting. Cathy Brill trying to arrange Messy Harvest bags for families to take home. Not sure how these are going to be distributed – possibly via school.

### ***Fabric***

Energy audit to take place on Thursday 24 September (reduced price offer via Parish Buying). MM has paid for this so no impact on our finances.

### ***Outreach & Fundraising***

KF said that the group have not met recently. PW asked whether there is potential for online fund raising. KF to discuss with Janice Massy the possibility of a quiz and Zoom bingo. Will attempt to get something together for Christmas.

### ***World Mission***

BS fed back that the committee have not been in a position to fund raise but the appeal for the Delhi Brotherhood was very good. Shoebox appeal is going ahead. College asked and wanted to do this so BS gave them some leaflets and is leaving leaflets also at the back of the church. BS and VN will take these to Worthing, and asked for the Shoebox appeal to be put in the newsletter.

Children's Society – KF was contacted by them, but since the covid-19 regulations have changed we have put box collection on hold.

## **7. Worship**

### **a. Current situation**

PW asked - How do we feel about the general set up of services on Sunday? People fed back that they were happy with it. We are currently worshipping within the current guidelines and offering it via Zoom concurrently with the physical service. MP suggested that we make sure that we are contacting people who are not able to attend the services physically or on Zoom. PW suggested that if we are aware that people are struggling to attend either in person or on Zoom then it is our collective responsibility to contact them as PW is busy contacting a lot of people formally and informally.

JM asked whether people are taking up booking via Eventbrite for the services. PW said that places set at 25 bookable in advance plus some allocated for ministry and for walk-ins up to the current capacity of 40 people. We are running at the maximum assessed at the moment. Next Sunday we will increase capacity for Nicky's leaving service by moving the furniture and using the choir stalls.

PW is planning to re-start 8am Sunday services in October.

Harvest would be on a small scale.

Remembrance Sunday – PW proposed a simple communion at 9am in church and then a separate Remembrance service at the war memorial at 10.45am. PW noted we would need to work with the Parish Council regarding risk assessment and the numbers permitted as the war memorial is on their land. PW will contact Melanie, the Parish Clerk.

**b. Music**

MP mentioned that William Pierce has been practising the organ at church (without anyone being aware) – he could potentially be a resource in future. We need to make sure that anyone who uses the building in the church signs in using the signing in sheet at the back of the church.

**8. APCM 25 October – Planning**

- a. Electronic means or physical or both - PW suggested that the meeting would combine physical meeting in church with live-streaming via Zoom to allow the greatest number of people to attend
- b. Voting - The issue of recording of votes will need to be organised eg. via chat messages in Zoom.
- c. Nomination and appointment of PCC members, officers and churchwardens – MM reminded that there are forms in church for nominations. PW will build this into the weekly newsletter. FG and KP standing down as Deanery Synod reps. Need 10 people to fill these and PCC posts. People who are due to stand down this year, would be allowed to stay on for another term but need to be nominated and elected in the usual way. The terms of office for churchwardens and PCC members run to the next APCM. APCM's are expected to revert to being held in April.

**9. Safeguarding**

No issues to report.

**10. Correspondence**

No correspondence to report.

**11. Any other business**

Copyright licences from CCLI are due to be renewed at the end of September. MM suggested that we should not renew at the current level until the situation changes as this would save money. MM to forward the renewal email to PW for review.

JM would like to thank MM and Janice Massy for cycling the Ride and Stride this year – they hope to have raised ~£100 for St.Mary's.

PW suggested that we might need emergency SC or PCC meetings depending on further covid-19 restrictions that may arise; the government is due to announce changes shortly.

MP proposed that we thank the ringers who raised money and carried out the recent Bell Tower redecoration. It looks very good!

JH has started her Anna Chaplaincy training today.

**12. Confidentiality**

Some confidential discussion in items 4 and 5.

**13. Dates of next PCC meetings:**

- Standing Committee    Tuesday 20th October 8pm, via Zoom
- Full PCC                    Monday 16th November 2020, via Zoom

**14. Closing Prayer**

The meeting closed with prayer.

Signature .....

Date: .....