

# St George the Martyr, Wash Common

## Parochial Church Council

### Minutes of the Meeting held on 26<sup>th</sup> July 2022 at 7.30pm in the North Meeting Room, Church

Copies of papers presented prior to or at the meeting are stored with the minutes.

**Chair:** Revd Becky Bevan

**Present:** John Huckle, Rita Gardner, Revd Terry Winrow, Revd Rita Ball (by Zoom), Robin Clugston, Kathy Winrow, Sarah Pook, Ronnie Herd, Emma Moffatt, Kim Tiley, Francis Clayton, Philip Read (by Zoom) and Mary-Ann Ferneley.

**1. Opening prayer**

The meeting opened with a reading from 1 Peter followed by a prayer, both of which are being referenced at the current Lambeth Conference. Revd Becky also prayed for Holiday Club, which is being run during the week at St George's. Revd Becky welcomed Robin Clugston and Revd Rita Ball, who have joined the PCC.

**2. Apologies for absence and Conflicts of Interest**

Apologies were received from John Gardner, Revd Julie Howell, Linda Ling and John Bolan.  
Conflict of Interest: none.

**3. Minutes of PCC meeting on 24 May 2022 and review of action points**

The minutes of the PCC meeting held on 24 May 2022 were accepted as an accurate record.

**Actions arising**

None – many actions have been completed, and others are ongoing.

**4. PCC Vision Day - Saturday 17 September 2022**

Revd Becky welcomed ideas from the PCC on how to optimise the available time during the morning. While the PCC acknowledged that it was important to focus on the vision and strategy of St George's, it became apparent that the six overarching strategic aims of St George's have not been reviewed and may need revision.. Members of the PCC emphasized the need to have a strategic aim associated with the environment as it impinges on so many other things. It was also recognised that the strategic aims do not include anything explicit on social conscience. Francis Clayton reminded the meeting that the previous PCC minutes had stated that we should use the morning to consider how to engage with our community. It was agreed that the overarching strategic aims are all about engaging with the community and need refreshing rather than abandoning.

The following agenda for the morning was therefore agreed:

- Rescope the six overarching strategic aims
- Prioritise what must be done over the next few years
- Create a realistic and measureable plan, defining what success looks like

Revd Becky will circulate some pre-work to the PCC prior to 17 September which will start the revision process and define what success looks like. She encouraged the PCC to engage with this and bring their thoughts and ideas to the meeting. It may be advisable to focus on 3 of the 6 strategic aims given the available time.

The Bowlers Arms has been booked for a 9am start with a croissant or similar.

It was noted that at least 4 members of the PCC will not be able to attend on 17<sup>th</sup> September. Revd Becky therefore proposed that the next PCC meeting on 20 September is used to continue this work. All agreed.

**ACTION:** Revd Becky to prepare and circulate pre-work to the PCC to start the revision process of the overarching strategic aims and define what success looks like.

## 5. Churchwarden Update

John Huckle had circulated to the PCC a revised version of the Assistant Churchwarden role description for comment. He stated that the scope of the role had reduced and that the purpose of the role is for someone to stand-in when a churchwarden is not present at a Sunday service. PCC therefore agreed that the name of the role should be specifically "Churchwarden Assistant at Sunday Worship". It was agreed that the role description needs to be edited again and passed round the PCC for comment. Revd Becky encouraged PCC to ask the congregation whether anyone would like to be considered for the role. It was noted that they would need to be DBS checked.

Revd Becky informed PCC that although Terry Rayson has stepped down as barman, he is prepared to continue as Licensee as no-one has offered to take on the role. This means that the Licence to sell alcohol on church premises can be maintained. It was noted that if members of St George's were present at functions, then money can still be raised for the church. Terry does not need to be in attendance himself as Licensee and bar stock would need to be organised by those running the event.

Revd Terry explained that the light bulbs in the church need to be replaced before the autumn as many have blown. There are some spare halogen bulbs and more can be purchased, but it would be preferable to replace them with LED bulbs as it is better for the environment. Revd Rita Ball reminded the PCC that the current system does not take LED bulbs. Two electricians have been asked for a quotation to replace the system with LED bulbs and the first quotation has come in at £28,000 + VAT. The second quotation is to arrive. It is not St George's priority to spend this amount of money on light bulb replacement so Revd Rita will investigate whether a simple on/off system will work with LED bulbs and then ask an electrician to cost this interim proposal.

John Huckle announced that the church internet connection has been switched into the BT router. If this is satisfactory, then the Vodafone contract will be cancelled.

**ACTION:** John Huckle to revise the role description for a Churchwarden Assistant at Sunday Worship and circulate round the PCC for comment

**ACTION:** Revd Rita Ball to investigate whether a simple on/off system will work with LED bulbs and acquire a quotation for this interim proposal

## 6. Holiday Club Update

Kathy Winrow explained that St George's Holiday Club was happening this week after two years' absence due to the pandemic. It had been decided to limit the number of children attending this year and to reduce the duration from 5 days to 3 days. It was estimated that 30-

40 children would attend but around 50 have been attending each day – the vast majority non church families. 5 Ukrainian children have attended who do not speak much English and two English speaking Ukrainians who help to interpret. There are 40 volunteers including Justacross, and much cake baking! People are very pleased to see Holiday Club back. It is going really well. It is uncertain how many will attend the Sunday service as Holiday Club finishes on the Wednesday as opposed to the Friday and the children may forget. Kathy did share her concern regarding the poor state of the kitchen and this will be picked up by the Standing Committee and Facilities team.

**ACTION:** Standing Committee to discuss how the poor state of the kitchen should be addressed.

**7. Update on Enborne**

Revd Becky had circulated a summary regarding an update on Enborne prior to the meeting. No actions are required at the moment. The task group will be reporting to the PCC in September. Revd Becky stated that nothing has been heard from the Archdeacon with regard to the process of putting out the proposal to public consultation.

**ACTION:** Task group to report to the PCC in September.

**8. Deanery Synod Update**

Minutes of the latest Deanery Synod meeting had been circulated to the PCC. No comments were made at the meeting.

**9. When to return to sharing the communion cup?**

Revd Becky enquired from the PCC whether it was an optimum time to re-introduce the sharing of the communion cup. There was general consensus that we should continue to be cautious and carry on as we are. Covid cases are rising and are likely to increase further as autumn and winter approach. It was suggested that the situation is regularly reviewed at each PCC meeting.

**ACTION:** Revd Becky to ensure a discussion is held at every PCC meeting regarding the return to sharing the communion cup

**10. Safeguarding Update**

Kathy Winrow reported that the Safeguarding team met at the end of June. 7 existing DBS holders are currently being updated. It was noted that members of the church choir are now required to do the basic safeguarding course. Kathy has identified those choir members who do not require the training (as they have already completed it) and will forward the list to Jenny Blakeley who will provide Portal access to those required to complete the training.

Kathy reminded the meeting that we are working towards Level 3 of the Safeguarding Dashboard. She had sent a list of non-church activities to the PCC for comment. Not many had replied as the consensus was that they didn't know what non-church activities actually occurred. Kathy asked the PCC for approval of the list of non-church activities, and it was granted.

Kathy announced that Safeguarding Sunday will be on 20 November 2022, the key message being that safeguarding is everybody's responsibility.

**11. Health and Safety Update**

Rita Gardner informed PCC that an incident had recently occurred when Elizabeth Pook fell off the step at the high altar. Elizabeth was not hurt but others from the altar party have commented that the change of colour on the steps does disguise the change in the depth of the step. Rita intends to come to the next PCC meeting with a proposal. Robin Clugston suggested to Rita that an optician could be consulted to seek advice on how to manage this risk.

**ACTION:** Rita Gardner to offer a proposal at the next PCC meeting on how to manage the risk posed by the depth of the high altar step

Rita Gardner also explained that Revd Rita Ball is currently looking to revise the structure of all the Health and Safety policies to aid understanding across the community at St George's.

**ACTION:** Revd Rita Ball to review how to structure all the Health and Safety Policies to aid understanding across the community at St George's.

**12. Church of England Generosity Week**

Revd Becky announced to the PCC that the C of E generosity week is scheduled for September. This neatly aligns with the annual review and focus of Stewardship and Generous Giving at St George's in September. Materials for the C of E generosity week may be useful for incorporation into Stewardship Sunday, which is most likely to be 16 October 2022, two weeks following harvest festival. Francis Clayton informed PCC that the Finance group have already been looking at a Giving Review and advised that direct actions may emerge from this review.

**13. Finance Update**

Francis Clayton had circulated a financial summary prior to the meeting. No comments were made at the meeting.

**14. Allotment**


Revd Becky announced to the PCC that due to work commitments Kate Addis has had to step down from managing the St George's Allotment and that the allotment tenancy was not being renewed. A council notice has now been served to relinquish the allotment. PCC discussed the merits of trying to continue working the allotment but the consensus was that it needs to finish. Revd Becky proposed a sensory garden to improve the outdoor space around church in a bio-diverse and attractive way to encourage people in the community to enjoy it. Funds given to the allotment project could potentially be redirected to this project but the feasibility and desirability of redirecting funds and crucially the blessing of donors needs to be discussed and agreed by PCC.

**15. Any Other Business**

Kathy Winrow provided a Living in Love and Faith (LLF) update. Two more groups have run the course over the summer and the feedback has been positive. 35 people have attended these courses in total. One of the LLF groups suggested that a special service is held so that initial enthusiasm is not lost.

**Date of next Meeting:** 20 September 2022

The meeting closed at 9:20pm with the Grace.

  
20/09/2022

## Summary of Previous Actions including new actions

Action	Owner	Status	Timing
PCC to reflect on how we can respond beyond donating money and consider options on how to support Newbury YMCA.	Revd Becky	Ongoing	TBC
Adopt a standard format for all policies and develop a process for these policies to be reviewed quarterly.	Mary-Ann Ferneley	Ongoing	Sept PCC
In the document 'The PCC – an Introduction', add a statement that all PCC members are responsible for safeguarding and that they are required to be DBS checked	Mary-Ann Ferneley	Ongoing	Sept PCC
Include the proposed amendments to the 'How St George's PCC operates' document, detailed in these minutes	Mary-Ann Ferneley	Ongoing	Sept PCC
Review the Management of Contractors and CDM Regulations policies as per PCC comments, and revise the structure of all the Health and Safety policies to aid understanding across St George's community	Revd Rita Ball	Ongoing	December 2022
Provide a co-ordinated report to the PCC regarding the church painting project	Fabric and Facilities / Finance groups	Ongoing	Sept PCC
Determine a coherent rationale to charge the going rate in 2023 for Wings and Wellies, without penalising BusyKids.	Revd Rita Ball	Ongoing	December 2022
Prepare and circulate pre-work to the PCC to start the revision process of the overarching strategic aims and define what success looks like, ready for the Away Morning on 17 Sept.	Revd Becky	New	August 2022
Revise the role description for a Churchwarden Assistant at Sunday Worship and circulate round the PCC for comment	John Huckle	New	Sept PCC
Investigate whether a simple on/off system will work with LED bulbs and acquire a quotation for this interim proposal	Revd Rita Ball	New	Sept PCC
Discuss how to address the poor state of the kitchen in the church centre	Standing Committee	New	Sept PCC
Enborne task group to report to the PCC in September	John Bolan	New	Sept PCC
Ensure a discussion is held at every PCC meeting regarding the return to sharing the communion cup	Revd Becky	New	Every PCC meeting
Propose how to manage the risk posed by the depth of the high altar step	Rita Gardner	New	Sept PCC