



St George's Church Wash Common PCC Meeting 26th September 2023 MINUTES

The following documents were circulated before the meeting:

- PCC Draft Minutes for the meeting on 18 July 2023 for approval (item 3)
- Charitable Giving Coordination – draft role outline (item 6)
- Finance update end August 2023 (item 7) – summary of financial position

St George's Vision Statement

At St George's Church we are called by God and inspired by Jesus to encourage and equip one another to grow in faith and love, serving the community of Wash Common, reaching out to all people, especially those in need, and being good and faithful stewards of our gifts and the world's resources.

1.		Opening prayer by BB
2.		<ul style="list-style-type: none"> • Apologies for absence: Emma Moffat, Kathryn Winrow, Terry Winrow, Chris Foster, Sarah Pook • Attendees: Revd Becky Bevan, John Bolan, Rita Ball, Frances Clayton, Robin Clugston, Ronnie Herd, Henrietta High, Jon Houghton, John Huckle, Linda Ling, Philip Read (via Zoom) • Any Conflicts of Interest? None recorded
3.		Minutes of the previous meeting on 18th July 2023 Agreed and signed as a true record.
4.		Progress with agreed Vision Priorities: 4.1 Children and Families Worker (KW): verbal update by BB (for KW) <ul style="list-style-type: none"> • Documentation has been updated with amendments from JH. Discussed by KW/BB. • Closing date for applications is now 13th October 2023 • Salary advertised at FTE rate for part-time post • Pack to be finalised by BB/KW at meeting tomorrow, published on Diocese of Oxford website, and link to general CoffE recruitment site, and on St Georges website/ church FB page, and will request other local churches/schools to share. • Office to place Ad and have packs ready. 4.2 Church renovation and maintenance priorities and planning (LL/RB): LL tabled a request for an extraordinary PCC meeting in October to table fabric and facilities requirements needing to be scheduled and funded, to develop a strategic plan of priorities. The Fabric and Facilities (F&F) working group have identified some overdue longer-term issues in maintenance and potential refurbishment and are currently collating preparatory information for the proposed October meeting. RB added there is a lot of fact finding going on and as this discussion would take so much additional time in an ordinary meeting, the request is for an additional meeting. FC noted Greenham may give funding for projects, and RB notes their funding runs to April. PCC agreed to this extraordinary meeting which will be held on Tuesday 17 th October.
5.		Notification for Meeting of Working Group facilitators (BB): BB explained that many of the budget lines each year are predictable, but where there are investment projects competing for a part of the budget there needs to be forward

		<p>planning as part of the budget process. BB calling for Working Group Facilitators to meet on Wednesday 4th October to plan ahead. This was agreed by PCC.</p>
6.		<p>Charitable Giving Coordination (BB/JonH) Having initially tried to pull together a group for Charitable giving, BB has been seeking a volunteer for this remit. Jon Houghton expressed interest and BB has put together a draft volunteer agreement for the role of the Charitable Giving Coordinator to support how St George's identifies and disperses charitable giving. JonH highlighted that there are direct or indirect charitable giving that St George's is involved in, including going into schools, burials, pastoral visits, and work on boards and trusts. RB notes occasional giving, such as for Emergency Disaster funds, in addition to this. BB highlighted where it may be valuable to charities to use our space, that is a softer aspect of giving which can be valuable and should also be quantified. PCC agreed to include 20 minutes for discussion at October meeting if the timetable allows. PCC are invited to provide comments to JonH prior to this meeting. BB recommended JonH for the Charitable Giving Coordinator role, and PCC agreed, and will be published to the wider congregation in due course. ACTION point – JonH to facilitate discussion at October PCC meeting.</p>
7a.		<p>Update on St Michael's Enborne (BB/JB) JB reported that the integration with St Michael's Enborne is going well, but the Diocese has still not yet confirmed their merger into the South Newbury benefice. The churches have, in practice, started to work together. JB and Julian Dickens have been appointed as churchwardens, and JB has set himself the task of working through the Quinquennial and fundraising for that. The roof has been done, and there are accessibility issues to be resolved (JB believes there is funding in place). There is a very positive approach to the church, and they've had very good turnouts at Forest Church. The local school are coming into the Church on Tuesday for Harvest Service, and they continue to build on relationships.</p>
7b.		<p>Finance update, Standing Item (FC) FC provided the finance update, and noted that funding is due to be spent for guttering. Centre income was lower in August due to holidays. Simon Pook has been able to make contact with HMRC regarding Gift Aid on church collections, and is awaiting payment for the year 2021-22, and is putting in a claim for 2022-23. RB. The Eco report flagged how much VAT paid on Gas and Electricity, as a Charity the church can claim exemption status. FC will investigate. ACTION point – FC to investigate VAT status on utility bills.</p>
8.		<p>Churchwardens' Update (JH, LL) LL updated that the churchwardens are reacting quickly to issues, including the doors, the decorating, and fixing the piano stool. JH noted that he's been thinking on Green Group and where it fits within the budgeting process. The PCC agreed this agenda should have its own working group as previously stated. JH and CF have been thinking on what they should be focussing on, and will revert. RB highlighted other church use of sustainable flowers, and oasis/products. BB/Office will include a list of actions completed in her weekly mailing. ACTION point – LL/ JH to provide a list of completed actions to Office.</p>
9.		<p>Music Leadership in 2024 (BB) BB highlighted that St George's will need to recruit someone to work alongside Mike Harris, who joined with the intention of it being a part time role. Mike will be happy to carry on as currently committed until Easter 2024. FC is aware of this requirement for budgeting purposes. Key stakeholders need to develop a proposed plan. Update to come to the PCC in January 2024</p>
10.		<p>Safeguarding Standing Item (BB for KW) Choir safeguarding training KW has spoken to Mike Harris about new members needing to do basic training. There has only been 1 new member and this person has given KW a copy of the certificate from previous church in Diocese. Further discussion about role agreements when Mike is back</p>



		<p>from holiday.</p> <p>Other Safeguarding KW will be stepping down from this role in January 2024 after many years. It is proposed that the PCC considers Alison Gill as PSO for St George's from January 2024. Alison has already attended several team meetings (with KW, JonH, KB), is willing to undertake training and induction with Diocese, and is going to the cathedral in Oxford on Safeguarding Sunday with KW. She has the appropriate experience through other organisations. Jon and Kavash will continue to work with her.</p> <p>PCC unanimously agreed that Alison should be appointed. KW and AG will update the congregation at services on 19th November (Safeguarding Sunday) and introduce AG as new PSO. Going forward AG would not be required to attend PCC, but will submit a written update for each meeting, and can be in attendance if/when required. JonH as part of the Safeguarding team, can act as a link otherwise.</p> <p>DBS and Training up to date, 2 PCC members currently have live applications. One member needs to be DBS checked and complete Foundation training and has been sent appropriate information. Prayer Ministry team will all have basic training at least. 5 members are currently completing this requirement. Requirement for two members of the team always in attendance (will not run otherwise). Dashboard: 93% complete (green) ACTION prayer ministry policy and protocols will be circulated to PCC for interest by BB.</p>
11.		<p>Health and Safety Standing Item (LL). JH will review the Choir overcrowding and choir loft. BB raised a H&S issue on the outdoor area at the back of the Hall, where sharp nails and screws are exposed in the wooden planters. HH raised a H&S query on water slippage signs in the main hall (following leakage during recent heavy rain) and RB confirmed these are in place.</p>
12.		<p>Wings and Wellies: request to extend hours from Sept 2024 due to Government changes to funded hours (RB). W&W approached RB just before the holidays to say that they would like to be able to provide 30 hours (currently operating 9.30-4.30 4 days a week). RB and Alex Brown are currently exploring if the hall/site can accommodate extra timing for them, but this is problematic due to availability. RB and Alex B will review and bring clear information to the PCC on all relevant considerations to aid decision-making. The funding is not available until Sept 2024, and so PCC will consider in January. ACTION point: Feasibility and evaluation of issues by RB and Alex Brown to come to January meeting.</p>
13.		<p>Any Other Business: BB has been granted a sabbatical by the bishop and, with the churchwardens' blessing, will be taking this next year from June 10th - August 28th, which is the least impactful time of the year. BB has put off her sabbatical (due after 10 years) for many years and the PCC were very supportive of her plan to take this next year. In a sabbatical the people who take responsibility for leadership are the church wardens, not the other clergy. This will be fully planned, so that it doesn't land too heavily on any individual shoulders.</p>
16.		<p>Date of Next Meeting: extraordinary meeting on October 17th, then 21st Nov (Standing Committee date 8 Nov) PCC Dates for 2024 <u>Standing Committee</u> 10 Jan, 28 Feb, 8 May, 3 July, 4 September, 6 November <u>PCC</u> 23 Jan, 12 March, APCM 30 April, 21 May, 16 July, 10 September, 19 November</p>
		<p>Meeting concluded at 9.05 with the Grace.</p>

