



**St George's Church Wash Common
PCC Meeting 19 March 2024 MINUTES**

The following documents were circulated before the meeting:

- PCC Draft Minutes for the meeting on 23rd January for approval (Item 3)
- Choir Director papers (Item 4)
- Report on the New Fundraising Initiative for the Main Church Renovation (Item 5.2)
- Ground Source Heat Pump Issues Item 6)
- Annual Report and Accounts (Item 10)
- Finance update end February 2024 (Item 11)
- Finance Policies (Item 12)
- Safeguarding Update (Item 16)
- Wings and Wellies Update (Item 17)

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, collect Feast Day of Joseph
2.		<p>1. Apologies for absence: Philip Read</p> <p>2. Attendees: Revd Becky Bevan (Chair), Chris Foster, Emma Moffatt, Francis Clayton, Henrietta High, Jon Houghton (via zoom), John Huckle, Kathryn Winrow, Linda Ling, Rita Ball, Robin Clugston, Ronnie Herd, Sarah Pook, Terry Winrow, John Bolan</p> <p>3. Any Conflicts of Interest? None mentioned.</p>
3.		<p>Minutes of the previous meeting on 23rd January 2024.</p> <p>The minutes were agreed and signed as a true record.</p>
4.		<p>Choir Director, update and papers (BB)</p> <p>BB discussed the job description and advertisement for the appointment of the choir director. EM queried if there could be an earlier start than September, which is possible in principle, though unlikely due to scheduling. PCC approved the papers and process.</p>
5.		<p>Progress with agreed Vision Priorities:</p> <p>5.1 Children and Families Worker (KW): KW provided a verbal update having met recently with BB. The advert will go out again to appoint the Children and Families worker. Amended paperwork will go to advertisement after Easter, closing on 10th May, with interviews on 23rd May, dependent on applicants. BB notes that there are moves to support churches in this work in the Diocese. KW added that there are National Church and Diocesan funding routes, which may possibly support this. BB added that there is a lot of change in the air, and positions to fill which take a lot of time to complete.</p> <p>5.2 Church renovation and maintenance priorities and planning (LL/JohnH/ RB)</p> <p>LL updated the PCC on actions regarding the main church renovation project having shared a paper in advance of the meeting from the F&F committee. The next stage of this work will be to include finance requirements. CF queried priorities for this work and LL confirmed that all actions identified need to be done, but there are urgent priorities in due order. JH added that water ingress will lead to other problems if not sorted. BB notes there is further work to identify the order and what work will lead to the next project. At this point,</p>

		the purpose is to identify scope, and F&F need still to identify someone to lead the project. BB thanked the F&F committee for their work on this.
6.		<p>Ground Source Heat Pump, serious issues (JohnH) BB thanked JohnH for the helpful paper outlining the 3 options for tacking the damage to the Ground Source Heat Pump (GSHP) due to flooding.</p> <p>The unanimous view of the PCC is that the GSHP must be repaired and agreed that option 2 should be urgently pursued, the only caveat being to set a time limit on the insurance claim as the pump must be functioning by the time the heating goes back on for the winter. JonH notes that it is worth communicating to the insurer that the longer correspondence goes on, the greater the cost of the claim.</p> <p>Action: RH to assist JH with a more formal/legal style of letter to Ecclesiastical Insurance to complain about their poor communication and slow approach and to demand some action. BB and others to see if any pictures were taken of the flood water being pumped out of the boiler room.</p>
7.		<p>New Curate (BB) Leanne Fowler will be coming to the benefice, based at St Johns, part time but stipendiary which is good news. BB will technically be her training incumbent, but as she will be away on sabbatical in the summer, Gary will be leading on Leanne's training in the summer. EM queried when she will be priested. BB responded one year after being ordained deacon if all study and training requirements are met (but will check this given the part-time nature of her position).</p>
8.		<p>Newbury Deanery various (BB) Newbury Deanery is facing challenges in that all key office holder roles of the Deanery are vacant or about to be vacant: the Treasurer is stepping down due to ill health, the Lay chair moving, the Deanery Secretary has already stepped down, and yesterday the area Dean announced that he is leaving for a new post before the end of May. Having an operating Deanery structure in place is important, and we await further news of what the plans are. BB also noted that the Diocese must recruit two new bishops this year, making it inevitable that things will be stretched with the Diocese too. We need to hold Bishop Steven in our prayers.</p>
9.		<p>APCM Planning and Vacancies upcoming (BB) There are at least two vacancies coming up on the PCC, and Philip Read will be stepping down from his role on the PCC (Deanery role). Action: HH to provide an updated list of current members with terms of office duration and expected end date. BB to update 'Role description and purpose of the PCC' document and circulate to church members with a reminder of safer recruitment requirements. All to approach possible new members who might have the time and energy to give to this leadership role.</p>
10.		<p>Annual Report and Accounts (FC) FC introduced the Annual Report which was shared in advance with the PCC. The detailed financial statement notes that the overall accounts were positive, helped by the electricity refund received back last year, and the as yet unspent guttering funds waiting for allocation. The additional funds on that will go out this year and will feature in this year's accounts. FC notes the official accounts are complete. There were no comments received on the accounts or the narrative. The Annual Report and Accounts were unanimously approved and BB thanked FC and the Accountants, Haines Watts, for their work.</p>

11.		<p>Finance update, Standing Item (FC)</p> <ol style="list-style-type: none"> 1. February Finance Update. No comments received. 2. Strategic planning to increase income (from the Centre, from planned giving, and from legacies). RB notes that there are more bookings coming in for weekends. FC notes last year's revenue from Centre bookings was up from the previous year. Simon Pook has been working on the legacy leaflet. FC and SP launch the legacy drive on 21st April (Patronal Day). Philip Read previously created a pyramid of giving which FC is updating, and will include a slide on church costs and expenditure.
12.		<p>Policy Review: Finance (FC) Five finance policies were reviewed as follows:</p> <ul style="list-style-type: none"> • Mission giving (minor change) • Expenditure Commitment and Gifts (minor changes) • Cash Handling (review of banking officer/cashing out verification requirements) • Legacies (clarification on recognition of legacies and acceptance of same) • Reserves Policy (to be increased in line with inflation, in an incremental manner).
13.		<p>Pastoral Reorganisation final stage of formal process now underway (BB) BB summarised that pastoral reorganisation notices were displayed in the benefice. There is an issue in the Walbury Beacon which they will need to solve. A celebration of the new benefice is being planned for September if the formal process goes through before then, BB has confirmation from the Associate Archdeacon that all the licenced clergy can be renewed remotely or in person.</p>
14.		<p>Tiddlers and Toddlers Future (BB) Helena is stepping down as leader of Tiddlers and Toddlers (T&T). She offered to share the role and tried to find a suitable individual, but no one stepped forward, and Helena is now stepping down completely. This is entirely understandable as it's a huge role and she's done a fantastic job. There was a meeting of all people involved in T&T, (12+ people), last week and BB was very encouraged that there was great spirit for T&T to continue. Whilst no one was confident that there would be a volunteer to step forward for that amount of time, the proposal was received that by raising the family per session cost, from £2 to £3 pounds, (still cheaper than other groups), they could fund someone to lead the toddler group, working with the volunteers. There is no requirement for this individual to attend church but they must be happy to work with a faith-based organisation. The group is working on a job description and the Treasurer will check costs. The group sought PCCs blessing to move ahead with recruitment for September. RB queried on how it interacts with the C&F worker, and BB/KW confirmed it is a completely separate role - different but complimentary. But without T&T, there is less cause for the C&F worker. RH raised a query on the rate, echoed by JB. KW also queried wage (similar to TA) and hours required. LL notes it is a term time requirement and BB hopes it will appeal to someone who can see the benefits of the role. PCC agreed that the group should progress the role and be flexible to make it happen.</p>
15.		<p>Churchwardens' Update (JH, LL) Lighting update, work has progressed well and handover has been brought forward by one day. There was one minor issue, requiring surge protection into the vestry, which wiped out the contingency. They said surge protection will be needed on the other two feeds, and JohnH will talk to the usual electrician supplier regarding this. ACTION: BB noted the card payment device still needs to be changed, John H and LL will arrange.</p>
16.		<p>Safeguarding Standing Item (JonH on behalf of Alison Gill). BB reiterated her thanks to KW and for being instrumental in finding such a good successor. There were no comments on the report, barring a query on centralisation which KW follow up with AG and Jon H.</p>

17.		Wings and Wellies update re request for extra hours (RB) The extra hours aren't feasible for the Church so this has not been agreed by the PCC.
18.		Health and Safety Standing Item (LL) No issues to mention.
19.		The meeting closed at 9.25pm with the Grace.
20.		Next Meeting: APCM 30th April Date of Next PCC Meeting: 21st May (Standing Committee 8th May) PCC Dates for the remainder of 2024: <u>Standing Committee</u> : 3 July, 4 September, 6 November <u>PCC</u> : 16 July, 10 September, 19 November

RB
21/05/2024