

POTR Parochial Church Council meeting
Minutes of meeting
 Tuesday 12th September 2023
 7pm – 9 pm, All Saints Church Hall

No.	Item	Attachmt	Action
1	Open with prayer – Revd Gordon Randall		
2	<p>Apologies + declarations of interest</p> <p>Present: Revd Gordon Randall (GR), Lisa Hillan (LH), Derek Gurney (DG), Angie Briggs (AB), Revd Wendy Burnhams (WB), Matthew Bayliss (MB), Craig Stolton (CS) (Treasurer), Sarah Neish (SN), Cheryl Fisher (CF), Helen Walters (HW), John Vivian (JV), Robin Kemp (RK), Revd Andrew Micklefield (AM), Clive Muller (CM)</p> <p>Apologies: Keith Arrowsmith-Oliver (KO), Tori Hewitt (TH)</p> <p>Declarations of interest – none declared.</p>		
3	Minutes of last meeting 11 th July 2023 - accepted	1	
4	<p>Matters arising not otherwise on the agenda</p> <ul style="list-style-type: none"> • Declarations of Interest forms - PP to send out form again as not all have yet submitted. • Busy Bees contract – hourly rate will go up in line with CPI – awaiting new rate. Will be rebate for energy costs. Agreed to reduce utility costs from Sept. • Admin review – meeting has been arranged to include TH and CS. Nothing further to report. • School governors – nothing further to report. • Living in Love + Faith update – PCC members have completed the 5 sessions. Deanery Synod members have now been invited so any PCC member can attend if missed first time. November CoFE Synod will debate this again so might need to revisit to allow further questions from Parish – send written communication explaining LLF situation and arrange a Parish meeting late November after Synod. • Parish giving – envelope scheme still in operation, particularly at Beech. F&A looking at this and CF and TH will come and discuss with the Beech congregation to find out what the issues are. -Need to look at Generosity and Stewardship over the next few months. How do we replenish Fabric fund monies? 		<p>Parish Office</p> <p>MB</p> <p>MB AM</p> <p>AM</p> <p>CF/TH</p> <p>F&A Comm</p>
5	Replacing Gordon – there will be a process of recruitment to replace the Assoc Vicar position via the Diocese. Bishop David keen to start process immediately – need job description and person spec. AM to put this together with a		

	<p>small group (Helen/Matthew, Robin) which can be expanded if required.</p> <p>Goodbye to Gordon and Ruth – HR would like to have a gathering after Afternoon Worship on Sunday 22nd Oct. POTR would like to have a ‘goodbye’ at evensong at St L on 15th Oct with drinks and nibbles afterwards.</p>		AM/HW/MB/RK
6	<p>Eco church update – quarterly (issues and minutes of last meeting for info)</p> <p>Elspeth Mackeggie Gurney has provided a report for PCC (item 2).</p> <p>Heating systems – HR are already discussing about a new boiler – HW to inform Eco Church of progress.</p> <p>PCC expressed their thanks to Elspeth and the Eco Church team for all their hard work to progress this.</p>	2	HW
7	<p>Union of Benefices</p> <ul style="list-style-type: none"> Update – one objection has been received from Medstead. This will hold up the process. Richard Brand will hold a meeting on 4th November with joint BLS PCC to work through process. TH and AM will meet with BLS Treasurers to work through bookkeeping processes. Deadline for comments 18th September – positive comments would be very welcome. 		AM/TH
8	<p>Exec Committee (issues and minutes of last meeting for info)</p> <p>Fixed Electrical testing – testing took place in June by Baudelaire. Five out of the six buildings failed. Two quotes have been obtained from Baudelaire and Coombs. JV presented the two quotes and recommended that the Baudelaire quote be accepted due to our current good relationship and trust for their workmanship.</p> <p>Proposal – to ask Coombs why they did not quote on C3’s. Can they re-quote within 7 days to include the additional items? Baudelaire to be asked if they can reduce their quote. JV, HW and AM to then make the final decision based on information received.</p> <p>PCC AGREED to this approach and gave delegated authority to AM, JV and HW to make final decision as the work was now urgent.</p> <ul style="list-style-type: none"> PAT testing – this has been completed across all sites. Thanks to David Hillan for this work which has saved us approximately £450. All churches had issues except St Peter’s. <p>Proposal to provide David with £100 Sainsbury tokens for his university course. PP to buy the vouchers. AGREED</p> <p>Proposal to ask David to do this again next year. AGREED</p>	3 4 plus folder	<p>Parish Office/AM/JV/ HW</p> <p>Parish Office</p>

11	<p>Finance + Admin</p> <ul style="list-style-type: none"> • Current Budget position – CS had provided current budget position to PCC. More giving in first 6 months so ahead of budget. More Planned Giving. Expenditure has gone up but only £5K loss not £9.5K budgeted so better than expected. Utilities are better than expected. -Fabric Funds – up to date figures given with papers for the meeting. -CS needs any new proposed expenditure coming up (by end Nov) to help in preparing budget for 2024. The PCC expressed their thanks to CS for his work on up to date numbers. -HW had provided a ‘Decision Making Tree’ to help indicate what can be spent and by whom. HW to resend out the form to be used for any spending requests. • Minutes of September meeting • Policies table (standing item) – nothing for review at the moment. • Common Mission Fund contribution – attachment 13 shows CMF request from Diocese which has been reduced. Proposal: F&A propose that this should not be reduced and should stay at current level. PCC approved. • Reviewing fees for building hire – including the Butts Church fees for use of All Saints, building hire rates and Busy Bees fees. Proposal: Full building hire fees to be increased by CPI rate (to be advised) but Charity rate to remain the same for 23/24. Butts Church agreement to be reviewed in discussion with Butts Church leaders – AB, CF & AM to be involved. AGREED. Investment monies are being reviewed to make sure best rates are achieved. Proposal: PCC asked to approve CS to move £51,000 to 5.1% investment account. AGREED Investment Policy to be reviewed and brought back to PCC. 	<p>9+10 11 12 13</p>	<p>Church Wardens</p> <p>HW</p> <p>Parish Office</p> <p>AM/Butts Church</p> <p>CS</p> <p>F&A Comm</p>
12	<p>Communities and Outreach (issues and minutes of last meeting for info)</p> <ul style="list-style-type: none"> -Need to ensure that similar activities do not clash (eg. recent Parish Tea and Afternoon Tea for GAP travelling meal). -Skittles evening has been replaced as not cost effective.. -Meeting next week to discuss Outreach event. Need an evangelistic event in Spring, maybe for whole town. Possibly dinner event with good speaker as long as bring non-Christian friend. Request to raise 		

	<p>this also at Alton Ministers meeting. Paper to come back to PCC.</p> <p>-Christmas events to be discussed at committee</p>		RK
13	<p>Children, Youth + Families Committee (issues and minutes of last meeting for info)</p> <ul style="list-style-type: none"> • Replacing Martha – discussion taken place with Kings Arms and might be able to offer a package with a Youth Group (11-18 age group). Also discussion with Philip Simpkins, Methodist Church who may be able to obtain grants. BenBinFro also losing their childrens worker. Howard at Medstead may or may not get Lorna back after maternity leave. Needs further discussions in the next month about what local churches may need in the area. Do not want to leave this too long so Martha's good work does not go to waste. -Resurrection Furniture also looking at the funding they can offer for future. -Important to keep Lighthouse and GLOW going to keep the enthusiasm alive. -PCC October meeting to discuss in more detail. 		
14	<p>Staff + Volunteers Committee (issues and minutes of last meeting for info)</p> <ul style="list-style-type: none"> • Membership – two people have responded (Paul Susans and Fiona Walke) who along with Sally Kemp, MB and AM will now will form committee, with PCC approval. APPROVED 		
15	<p>Safeguarding (standing issue in case needed)</p> <ul style="list-style-type: none"> • Training complete by all? All PCC members are reminded that they must complete this training. Results to be returned to Sally Kemp. <p>https://winchester.anglican.org/safeguarding/safeguarding-training/</p>		All PCC members
16	Bell ringing Fees – paper has been circulated. APPROVED	14	
17	<p>Deanery Synod: next meeting in October. New Deanery Synod secretary needed.</p> <ul style="list-style-type: none"> • Date of next meeting: 19th Oct, 19th Feb, 26th June, 24th Oct (venues tbc) • Minutes of last meeting 	15	
18	Items for next agenda – Alton Resilience funds; Organist/Verger fees review.		
19	<p>Dates of next meetings (2nd Tuesday of every month except Aug + Dec)</p> <p>Tuesday 10th October 2023 @ 6.30pm AS Hall (preceded by Resurrection Furniture AGM)</p>		
20	Close in prayer – Revd Andrew Micklefield Meeting closed 20.58		



