**Draft Notes of POTR Parochial Church Council meeting**

Tuesday 9th July 2024

All Saints Church Hall – 6.30 pm

**Present:** Revd A Micklefield (Chair); Angie Briggs (AB); Revd David Chatttell (DC): Lisa Hillan (LH); Robin Kemp (RK); Clive Muller (CM); Sarah Neish (SN); Helen Walters (HW); Magnus Weighton (MW)

**In attendance**: Mark Penfold (MP)

**Apologies**: Matthew Bayliss, Wendy Burnhams, Derek Gurney, Cheryl Fisher, Tori Hewitt, Philippa Penfold, Craig Stolten

**Minute Sec:** Sue Hubbard

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| **No.** | **Item** | **Action** |
| 1 | Open with prayer |  |
| 2 | Apologies + Declarations of Interest none |  |
| 3 | Minutes of 14th May PCC. **Agreed** with the exception of the omission of Helen Walters from the list of those present. | SH |
| 4 | Matters arising not otherwise on the agenda* Union of Benefices – Noted: Benefice of the Resurrection includes 2 Parishes. BLS were legal from 1st April 2024. Progress good. New website to include BLS. BLS electoral roll into our database, using GDPR regulations. Each village church has 2 services monthly. Ministry Team hold focal ministry roles.
* Building Advisor Role – Meeting to be fixed between MP and Church Wardens + AM to decide on actions and roles. Noted Exec had approved paper(produced by HW/SN) Thanks to MP for offering time on this role.
* Spending decision process – circulated. Noted it had been agreed at Exec.
* Admin review . Job Descriptions for Parish Administrators were on hold due to health issues with the aim of presenting to September PCC**.**
 | Office/MPOffice/website |
| 5 | Exec Committee* Minutes of June meeting had been circulated. DG had suggested that Jayne Tarry has experience/information on applying for grants.
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| 6 | Eco Church update* Energy footprint tools had been completed + 3 energy audits in the autumn. This would inform priorities.
* St. Lawrence one of highest emitters which enabled free energy audit. A second one had been offered, to be used for Holy Rood. If a discounted audit could be obtained (at £80) this would be used for All Saints.
* An appeal had been made to A Rocha UK regarding Silver Award.
 | AM/Office |
| 7 | Futures Report – Growing DisciplesA report on progress had been circulated by AM. Points stressed:* The network of groups had been set up. It should be noted that pastoral care is the role of everyone, e.g. informal meetings, etc. To be reinforced by a sermon series about caring.
* A meeting with home group leaders to take place shortly.
* Care needed in designing new website.
* Need to check that home groups want to attend the Romans Course.
* Thanks to Rev Bruce Nicole for running Alpha courses (both daytime and evening to start in September)
* RK expressed the need for more home groups
 | AM |
| 8 | Worshipper numbers Figures noted from the review of the last 10 years from POTR and various local churches for comparison purposes. Noted:* Useful to have the information – POTR is doing pretty well despite Covid, which had affected other churches more. A general decrease in numbers nationally.
* We do have some new congregants who have moved into the area (the possibly countered by natural wastage), + increase from Alpha.
* Noted the decrease in funeral and wedding numbers, the former perhaps due to increase in direct cremations, and the latter perhaps from societal change.
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| 9 | Living in Love and Faith GuiidanceThe 31-page document had been circulated, having been debated at a recent General Synod. The outcome had been that further discussion was required on same sex blessings, including developing liturgies on this issue. The House of Bishops were taking responsibility. Next step – come back in February with issues that require agreement, then consultation. Movement on the issue was slow. |  |
| 10 | Fabric Committees St Lawrence* MP/AM had inspected issues in east wall. A quote awaited from local stonemason. (hopefully not using costly scaffolding). Pigeon occupation affected roof that will need some repair once they have left. Fumigation has been undertaken 3 times.

Holyrood* Minutes circulated. Boiler had been replaced.
* Burial Criteria circulated. (identical to previous one but with addition of cremations. **Agreed.** Noted: ashes can be interred, not scattered.

All Saints* Up to 20 chairs to be replaced. **Agreed.** Likely to get a legacy of £1,500 which will cover it. Hopefully new will match with old. Number of chairs to be confirmed. Downpipe leaks. A price required as specialist needed.

St Peters * Timber work – Workman to come on 12th August. Also a painter required. (quote needed)
* Fabric funds – Noted an up-date from TH sent today.
 | MPABMPSN |
| 11 | Worship + Spiritual life * Stewardship Campaign to run alongside a September sermon series based on the Anglican Five Marks of Mission (coincides with 5 Sundays in the month). The 5 Marks are:

1. To proclaim the Good News of the Kingdom2. To teach, baptise and nurture new believers3. To respond to human need by loving service4. To transform unjust structures of society, to challenge violence of every kind and pursue peace and reconciliation5. To strive to safeguard the integrity of creation, and sustain and renew the life of the earthThis gives a framework to the process and will enable activities in POTR to be highlighted. Giving and generosity will naturally follow on.Points raised:1. Separation of giving to General Fund and Fabric Funds. Therefore, an appeal to use Parish Giving Scheme/standing orders for general expenditure.
2. Secondly an appeal to give to buildings. Each Local Group to confirm before September what projects are planned for 24/25. (to be discussed at Finance Committee)
3. The need to build up POTR combined Fabric Fund, to enable PCC to release funds to individual projects as necessary, thereby avoiding separate Fabric Funds that run out.
4. One-off donations will be requested.
5. Cards to be sent out to those who give to say thank you, to encourage positivity.
6. Clarity required on difference between running and capital costs.
7. Literature to be available from the 1st Sunday in September + website links.
* Pastoral Team SN raised the need to be aware of people not part of groups, who may need support. A structure was required so that all are clear on their responsibility.
 | AM/DCHWAM |
| 12 | Finance + Admin * Unable to confirm latest Budget position. FA mtg next week.
* Minutes of last meeting (20th May) had been circulated.
* Risk Register had been circulated. (reviewed annually) **Agreed** *red* risks would be considered in September and all would consider what the greatest risks were. Precise strategy to be agreed then.
* Policies table. Updates were due on:
	+ Baptism – revised version circulated. **Agreed** To be reviewed in July 2027
	+ GDPR – audit done. LH had reviewed it. **Agreed** LH would draft policy.
	+ Communication Policy for Youth Ministry – Uncertainty on current position. **Agreed** to confirm or submit for September.
 | HWoffice |
| 13 | Communities and Outreach * Meeting notes had been circulated.
* Summer club – administration was required urgently, although there was a basic plan for the 3 days at the end of August.
* Home & Away Day was now called Entertaining Angels. The day will set the vision for Parish. Free. Food now to be ‘bring your own’ (although cream tea provided). **Agreed** List to be published shortly for people to sign up, especially to check number of children to be cared for. Bentworth base. Ellie to be asked to design flyer.
* Skittles Evening – Confirmed as Beech Village Hall on 7th November
* ‘Christmas Unlocked’. J John (a well-known evangelist) is able to come and offers his presentation on 4th December. **Agreed** to go ahead. POTR – people to invite people, groups to be involved, e.g. Teddies. 350 people would be cost effective.
 | RKRKRK |
| 14 | Children, Youth + Families Committee * Previous minutes had been circulated.
* Unable to appoint to post of Children/Schools Worker. Plan now to readvertise in September, interview before October half term. Advice being sought from Diocesan team on recruitment process.
 | AM/RK |
| 15 | Staff + Volunteers Committee * Minutes and terms of reference circulated. Noted Sarah Hinson has joined committee. (HR specialist)
 | MB |
| 16 | Deanery Synod Forward dates: 10th Oct, 19th Feb ’25. DG had written an e-mail about Alton and Alresford combining. |  |
| 17 | Items for next agenda* Eco church up-date
* Risk register
* PAT testing
* ‘Christmas Unlocked’
 | HW |
| 18 | Dates of next meetings* PCC Tuesday 10th September – 6.30 pm (apologies from LH)
* Executive Committee – Tuesday 8th October – 6.30 pm
* A one-item agenda with MP to be arranged
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| 19 | AOBAnne Mason to be a special interest member for All Saints. **Agreed** | AB |
|  | Meeting closed with prayers at 8.55 pm |  |

Sue Hubbard/10th July 2024