

**St Mary's Church, Hitcham**  
**PCC DRAFT Minutes**  
*(recorded by Carol Bader)*  
7.30pm on Monday 5.9.22

PCC MEMBER ATTENDEES:

<b>Sue Sampson (SS)</b>	<b>Terry Cheney (Warden) (TC)</b>	<b>Chris Berry (Warden) (CB)</b>	<b>Carol Bader (Deputy Warden) (CLB)</b>
<b>Josie Heffernan (JH)</b>	<b>David Ross-Hamilton (DR-H)</b>		

APOLOGIES: Debbie Rainer, Marie Hill, Jo Cork

NO.	TOPIC	DETAILS	ACTION
1.	Welcome	Sue welcomed all and led with a prayer & Reading Isaiah 12:1-4	
2.	Safeguarding and pastoral concerns	There continues to be serious health concerns within our congregation, current pastoral support was shared. No safeguarding concerns were recorded.	
3.	Apologies	Debbie, Marie & Jo	
4.	Minutes	No changes needed – proposed by DR-H and 2 <sup>nd</sup> by TC all agreed (except CB & CLB who were not in attendance at the meeting)	
5.	Current situation, services etc	Paula Darrell has been employed as a pianist for the 9am (except 2 <sup>nd</sup> Sunday of the month) and all 11 am services, plus ad hoc services as and when required. Paula started her three-month trial last Sunday 4 <sup>th</sup> September. Sue is away 10 <sup>th</sup> to 17 <sup>th</sup> September 2 <sup>nd</sup> October which is Harvest is to be a joint service at 11am which will be live streamed, followed by a quiz and then a meal together in the church	
6.	Finance and fundraising	Total cost of the roof repair £2,640 - £440 VAT which was returned. Received a donation of £1,000 including gift aid, the final figure to pay is £1,200. This will be transferred from the designated into the unrestricted fund to cover the balance of the roof repairs. CLB proposed and SS seconded. Chris mentioned that in August 2024 there would be no funds left. Fundraising: JH & Alan Merrington are in fundraising group, Josie to ask Joanna & Julie Richards	
7.	Organ update	Trial of an electronic organ for 4 weeks in 2 different positions in church Survey for the whole church to have an opportunity to contribute to decisions PCC to discuss at next meeting to finalise a decision	
8.	Policies	Equal Opportunities policy (see minutes 18.7.22). Policies on the OneDrive following approval in August 2021 do not carry a review date or show a signature on page 1. Debbie suggests that Carrie prints off and Sue signs the following, with a review date of August 2024 added: Charity Commission, IT and Social Media, Lone Working, Complaints.  We do not appear to have a Rooms Hire policy and a decision whether or not to have one should be minuted.	Carrie to add new review dates; DR to chase  This has been moved to next

			PCC meeting
9.	PCC vacancy	Following the resignation of Henriette Watkins, there is one vacancy on the PCC. TC proposed and CB seconded the appointment of Geoff Day to join the PCC which was agreed by all	
10.	BFG – the way forward	CB has been in contact with James Wood – the Diocese Discipleship Enabler, to work with St Nicolas and St Peters. There were no children attending during covid and the children have not returned. HOPE for St Mary’s running a youth alpha instead of BFG in January Sunday pm There is a bank of activities in the Parish Room with Chris/Debbie in case families with children come to 9am services. CB and Angela to relaunch Xplorers aimed at primary school children from October running twice a month on Thursdays 7 – 830pm	
11.	Alpha	Starting on 21 <sup>st</sup> September on Wednesday evenings. Debbie R & Mary H team leaders with Josie, David & Joanna. Need 4-5 people to attend to run successfully. Team meeting booked for Thursday 15/09	
11.	Any other business	Disabled accessibility: project team required to move forward to look at available options and grants as our current finances will not support the cost. CB described two ways that a possible change could be made, however both would involve an architect so large fees just to work out a feasibility plan. TC to investigate the possibility of a lift from church to parish room. CB testing different heating settings to try to assess the most cost effective, congregation to be informed by weekly emailed newsletter	
15.	Next meeting	17 <sup>th</sup> October 2022	
16.	Prayer and end	SS	

SIGNED .....

**Sue Sampson (Vicar)**

Date ...../...../.....