

St Mary's Church, Hitcham

PCC Minutes

Parish Room

7:30 20.6.22

PCC MEMBER ATTENDEES:

Sue Sampson	Chris Berry (Warden)	Carol Bader (Deputy Warden)	David Ross-Hamilton
Debbie Rainer		Jo Cork	Ann-Marie Hill

NO.	TOPIC	DETAILS	ACTION
1.	Welcome	Rev Sue welcomed all and led with a prayer.	
2.	Apologies	Terry Cheney and Josie Heffernan; Henriette Watkins absent	
3.	Safeguarding, audit update and pastoral concerns	There has been a safeguarding incident which has been resolved by our safeguarding officer Sarah Naylor Hagger with the help of the diocese safeguarding officer. We have a large number of seriously unwell members of the congregation and the PCC held each of them, plus Sue herself, in prayer. An update of the audit to take place at the next PCC meeting; Sarah will be required to attend, Debbie to invite.	DR
4.	Approval of PCC minutes 25.4.22	6. Sue remembered policies were approved in August 2021 which should then have uploaded onto the OneDrive. Sue will ask Carrie what policies are with her, any outstanding ones will be chased by Sue ahead of approval at the next PCC meetings. 8. Litter Picking date to be confirmed by Chris Berry, following discussion with Bucks CC. David proposed approval of minutes, Marie seconded, agreed by all (except Carol who was absent for original meeting).	SS CB
5.	Current situation, services etc	Covid numbers have fallen significantly, but Marie alerted that there was a case at Roots and Shoots this morning (not personally in contact). Personal choice to remain about wearing masks. Sue wishes to trial no longer wearing a mask during the service, or when preparing and giving Communion. Hand gel to continue. Chalice to not be shared, to continue tincturing. PCC to note whether this deters people from taking Communion. Wardens to inform any visiting clergy of our agreed process. August services to be one at 11am only. There will be no live streaming during the month. Communion will be traditional.	All CB, CB, TC
6.	Finance	Chris shared that Harsh Singh has increased software costs. We have not reviewed his pay scale since he took on the role of accountant. Marie proposed increasing this to £80, Jo seconded, agreed unanimously. Chris to inform Harsh.	CB
7.	Worship committee	Minutes from 8.6.22 were shared. Technical issues have impacted on music quality. Sue has contacted the diocese for advice; David has contacted the original supplier (who has no record of our installation) and spoken to another company who have advised keeping the existing kit and making adjustments. We could enhance this by replacing some elements, eg mixer, woofer. It was considered a good idea to get a survey (£150 per hour) from DOM and an appropriate estimate (this could be in the region of £5k - £6K). Rev Sue thanked David for all the work he has	DRH

		<p>done. David proposed DOM to do an initial survey, estimate and supply, Sue seconded and all agreed.</p> <p>Some members of the 11am congregation, represented by Terry Cheney, would like St Mary's to have a proper organ; the argument being this would attract a bigger congregation. We also need an organist. The PCC are mindful that we should employ an organist/pianist before considering such a major purchase, as they can advise on the best organ for the space/location available. An appropriate musician who could also play the clavinova, would have a big impact on our worship. Sue has sent an advertisement to the deanery and Burnham Grammar School to attract a peripatetic teacher or sixth former seeking experience. A copy of the ad to be given to Debbie for networking, other members of the PCC and church congregation to consider their contacts as a matter of priority.</p> <p>An enhanced music license is being obtained to expand our repertoire. Sue explained that Carrie is researching, following guidance kindly given by Adam Wood. A performance license is also being considered as we have received a request from a musician to hold a guitar concert at the church.</p> <p>Employing a Worship Leader would be ideal, but currently we are not in a financial position to do so.</p> <p>Fundraising was discussed. Chris shared some ideas from the Church Wardens' Facebook page, including gin tasting. Sue is mindful of the cost-of-living crisis, versus using our reserves. Our target is £15,000 towards sound system, roof repairs and accessibility ramp. Diocese development grants should be considered as part of this process. Possible committee members were discussed and who should ask them, aiming for their first meeting to be in July.</p>	<p>All</p> <p>SS</p> <p>PCC volunteers to invite</p>
8.	PCC 2022	We currently have the requisite nine members including Sue, membership to be reviewed in accordance with availability to serve.	SS
9.	APCM issues arising	Debbie reported that relevant paperwork has been sent to the diocese and acknowledged. Draft minutes to be shared on server.	DR
10.	Policies	See item 6 under minutes (4).	SS
11.	Any other business	<p>An eco-church update was omitted from the APCM and missing from the annual report. To be added to the next set of Notices and website.</p> <p>2023 PCC meeting dates to be agreed at the next PCC meeting.</p> <p>Debbie has stepped down from the Finance Committee and was thanked for her contribution. Current team is David, Chris, Roger Webb, Harsh Singh and Jo Trobridge.</p> <p>The graveyard yew tree has recently been trimmed, the offcuts caused significant upset with someone tending their family grave; Sue is seeking a direct conversation to resolve and avoid confrontation on church grounds. We will put on the website and notice board that as an eco-church we allow areas to grow wild.</p>	<p>CBader</p> <p>DR</p> <p>All SS CBader</p>

		<p>Chris has obtained three quotes for roof repair, taking account of what is covered Chris proposes going for the middle quote of £2200. An anonymous donation of £800, plus Gift Aid of £200 will be added to this purpose. Chris proposed going ahead with the repair, Carol seconded, all agree.</p> <p>Harsh has allowed for a 42% increase in the budget for heating. We anticipate reviewing in October 2022. Carol pointed out that we use a lot of lighting in the services and economies could be made. Rev Sue suggested that the Diocese might offer advice; Carol suggested completing the carbon footprint questionnaire. Chris says this was completed last year. Chris to seek further advice. David made some practical suggestions, which were discussed. Sensible adjustments to be made.</p> <p>Plans were shared for the access ramp. We could install, but it would need moving when we go ahead with the extension. Chris to quote as per the plans and also for a path around to the side door; DAC to be consulted.</p>	
15.	Next meeting	Monday 18.7.22 Safeguarding/general.	
16.	Prayer and end	The meeting ended at 9:30pm.	

SIGNED

Sue Sampson (Vicar)

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