

St Mary's Church, Hitcham

PCC Minutes

7.30pm on Monday 18.7.22

Parish Room

PCC MEMBER ATTENDEES:

Sue Sampson	Terry Cheney (Warden)	Sarah Naylor-Hagger (part, guest)	
Debbie Rainer	David Ross-Hamilton	Josie Heffernan	

APOLOGIES: See item 3

NO.	TOPIC	DETAILS	ACTION
1.	Welcome	A reading from Isaiah was shared, Rev Sue led with a prayer.	
2.	Safeguarding and pastoral concerns	Sarah Naylor-Hagger, our Designated Safeguarding Officer, gave an update on the Safeguarding Report/audit previously shared on 7.3.22. Sarah reminded the PCC that Jo Cork and Terry Cheney have their DBS update to complete; a link will be sent to them to enable this ASAP. Josie to send training certificate to Sarah. There are no current safeguarding concerns. Within the last six months Sue/Sarah shared a concern at Diocese level and they dealt with it appropriately. Their support was excellent. Sue and Sarah did the Domestic Abuse training which they found interesting and useful. Sarah reported our Diocese safeguarding dashboard is looking good and it is not an onerous task to keep it updated. Sarah left the meeting before the next agenda items.	JC TC JH
3.	Apologies	Marie, Chris B (attended part), Carol B, Jo C	
4.	Minutes 20.6.22	Terry asked if we had any response to the organist advertisement, Sue replied none yet. Josie asked if there were any ongoing issues from the Parish Away Day. Sue replied the new Mission Action Plan was completed, the vision document created and shared, some other suggestions have been actioned, including small group establishment. Sue asked if the music licenses have been sorted, David replied that Carrie is supporting this with passwords – Sue will email and cc David. Work overload is delaying a supplier response to the sound system request. Disability access is still being pursued. Chris to be asked about the roof repair. We are hoping to hold a musical concert in October linked to a fundraising social. Debbie proposed approval of the minutes, David seconded. All agreed.	DRH SS
5.	Current situation, services etc	Covid safety measures: Sue raised the idea of reintroducing the recommendation of wearing facemasks due to a rise in Covid numbers in South Bucks and having a number of vulnerable members in our congregation. Sue proposed clergy should be masked during preparation and communion; all the elements must remain covered at all times; those giving the chalice should be masked. Debbie seconded; unanimous vote. Terry proposed the congregation are compulsorily masked when receiving, when walking to the front of the church and during communion, that we strongly recommend mask wearing during singing and ideally throughout the service. David seconded, unanimous vote. An announcement to be made to the congregation asap.	All
6.	Policies	Most statutory policies have been approved and are on the Drive, together with non-statutory policies in draft format that were approved in August 2021. These have been reformatted onto our template. Charity Commission and Complaints policy were approved by PCC in August 2021	

		and now enter the review cycle. The Equal Opportunities Policy needs amending to be more inclusive about the full range of discrimination; David to review with Sue's support/Diocese guidance and advise Debbie/Carrie of proposed changes ahead of the next PCC meeting.	DRH, SS DR
7.	PCC vacancies	We have one vacancy following the resignation of Henriette Watkins. The PCC have been asked to think of anyone who could be approached.	All
8.	Current finance	Accounts were circulated before the meeting following agreement at a recent Finance Committee meeting. David shared that our expenditure exceeded our income by £10,727 in the first six months of this year and we are continuing to use our reserve funds. David to query with Harsh Singh the breakdown of 'collections and other giving'; planned giving is down from £19,490 to £15,849. Sue emphasised the only way to increase our income is to bring more people into the church. Harsh to be asked if we are making good investments with our reserve funds.	DRH
9.	Any actions arising since last PCC meeting	A fundraising committee was proposed at the last PCC meeting. No progress has been made although an announcement has been made to the congregation. Debbie to have a look at the Diocese Development Fund to see if there is an opportunity for grant applications. Church Open Days to be reconsidered. Josie volunteered to be part of the team and suggested sending an invitation to the small groups to encourage a representative from each. Sue and Josie to meet during August to see if there are enough interested for a preliminary meeting.	DR JH SS/JH
10.	Any other business	Debbie reported that the litter picking was a great success, with representatives from both congregations taking part over two hours last Saturday morning. 16 bags of rubbish were collected from a short section of the Bath Road and side streets surrounding the Bishop Centre. Chris Berry had worked hard to organise this, contacting the Council for the loan of litter picking sticks, bags and organisation of collection. There were some positive responses from passing drivers/pedestrians. All wore our donated branded high visibility waistcoats. Sue proposed a thank you to Chris for his hard work, all heartily agreed. Sue asked whether we should run a face-to-face Alpha course in September. The hospitality team to be consulted as food is essential, this could be opened wider in terms of individuals supplying meals under the leadership of hospitality, perhaps small groups to each take responsibility for one week. Sue to consult accordingly. Everybody would need to commit to inviting others. Josie agreed to be a co-leader; Debbie to be a table leader.	SS All JH/DR
10.	Next meeting	Monday 5 th September (Debbie sends apologies). Eco theme.	
11.	Prayer and end	The meeting closed at 9:30pm.	