

**ST MATTHEW'S PCC
MINUTES**

Meeting held in St Matthew's School on 9th June 2015 at 7.00pm

PRESENT:		APOLOGIES:	IN ATTENDANCE:
Julia Britten	Helen Payne	Sue Sergeant	Gill Jolliffe
Rev'd Dominic Clarke	Gill Rooney		Tracey Kirkby
David J Cooper	Christine Roots		(minutes)
Davina Hudson	Pat Searle		
Brenda James	Alan Waterhouse		
Stephen Jolliffe	David Wood		

1 WELCOME AND PRAYERS

The meeting opened at 7:08pm with a prayer, followed by introductions round the table

2 APOLOGIES

Apologies were received and accepted from Sue Sergeant

4 Minutes of the PCC meeting held on 17th March 2015

A correction was made in point 5a that the roof tiles have been moved to the oil tank building, and not the boiler room as stated.

The minutes were proposed by Alan, seconded by Gill, and approved as a true record of the meeting.

5 Matters arising from the minutes of the meeting held on 17th March

St John's website - we are still waiting for St John's PCC to agree to a shared website (from meeting held on 18.11.14)

Standing Committee meeting on 10.8.14 - the notes from this meeting have gone missing, but the PCC are happy with the change of the main service time from 9.45 to 9.30am

7e: It was confirmed that the organ at Greatham is being maintained

9b: The standards will be received at the 930 service on 5th July. They will be placed on either side of the altar until they can be put up properly.

The churchwardens will arrange a faculty for this, and check if the refurbishment of the kitchen needs to go on the same faculty.

Dom will get a quote for the brackets that will be needed

The old roof tiles were kept for use on the oil store building. When the oil tank is removed this building will become a useful storage space.

ACTION

St Johns

Completed

Completed

Church-wardens

Dom

7b: Nine people attended the first meeting of the men's breakfast group. The group will continue to meet three times a year as planned. It is aimed at everyone, not just churchgoers.

6 Correspondence

6a An application for a headstone was discussed. The request fits within the Diocesan rules, but is an unusual shape with a curved top. The stone is the correct type and colour, and was approved unanimously. Uniformity within the churchyard is preferred.

6b A letter from the Bishop has been received looking for a strategic purpose for the Diocese. Alan will circulate copies for all to see.

Completed

It has been discussed for many years whether Whitehill should become part of the Guildford Diocese, as is Bordon.

With the town development plan, 3,500 new houses are planned, with 1,000 in the first phase. These will all be in the parish of Bordon, there are currently no new developments or houses planned for Blackmoor. New houses are planned for the land behind St George's Garrison church. The land has been sold to developers and the church may be knocked down or converted to another use.

Would it be better if the whole town was in a single parish? The Guildford Diocese would benefit if this were the case. The parish boundary could potentially be moved to part-way down Drift Road, which would leave only around 250 people in the immediate area near St Matthews. Or, if Whitehill was moved to Bordon parish, Blackmoor may also be moved. Parishes could remain separate but linked, or there could be a United Benefice across the Dioceses. This may create further issues about leadership and who is in charge.

Nothing is likely to happen until Deborah Scott-Bromley and Dom have both moved on. Deborah holds the Freehold to St Marks, and she has no desire to change, and cannot be forced to do so, so there is unlikely to be any resolution while Deborah is in post.

7 Items for discussion

7a Review Safeguarding Policy.

There are a few minor changes to the wording of the Safeguarding policy. New guidelines are due shortly, but have not been received to date.

PCC members need to complete their online training, and the clergy and churchwardens need to do additional training. Gill has sent details to new PCC members. The words 'attend training' have been updated to 'complete training'.

The Pastoral Care Team offer home communion, so these have been merged into one item. The Friendship group is no longer running and has been removed from the policy. We have no youth group leaders, so this has also been removed. The term 'Easter / Christmas workshops' has been changed to 'Children's workshops'.

With the amendments as written, the updated policy was proposed by Davina, seconded by David J Cooper, and approved unanimously. Gill will circulate the updated policy.

Gill Jolliffe

Gill then left the meeting.

7b Election of PCC officers.

- i) **Treasurer.** It was proposed by David Wood that Alan remain Treasurer. This was seconded by Davina, and agreed.
- ii) **Vice chair.** David Wood was proposed by Julia, seconded by Steve, and re-elected. From next year, the Churchwardens will alternate as vice-chair
- iii) **PCC secretary.** Tracey Kirkby was proposed by Dom, seconded by Davina, and re-appointed.
- iv) **Tower Captain.** Valerie Harris was appointed Tower Captain at the Tower AGM in January 2015. The PCC are happy with this decision.
- v) **Safeguarding Representative.** Gill Jolliffe was proposed by Gill Rooney, seconded by Helen, and re-appointed.

7c Confirmation of membership for PCC sub-committees.

Worship Committee: Julia Britten, Carol Cooper, Fiona Hall, Robin Helliwell, Davina Hudson, Helen Payne, Gill Rooney, Ruth Sheppard, David Wood.

Fabric Committee: Julia Britten, David J Cooper, Davina Hudson, Tom Metcalfe (to be kept informed by email), Sue Sergeant, Alan Waterhouse, Alison Waterhouse, David Ward, David Wood.

Fundraising and Social Committee: Julia Britten, Davina Hudson, Brenda James, Helen Payne, Sue Sergeant.

Chairs will be elected at the first meeting of each sub-committee, but the initial meetings will be called by those underlined above.

7d PCC Away Day

The intention is to hold a PCC away day twice a year and invite Greatham PCC.

Saturday 18th July has been agreed for a meeting in Buriton. Dom will arrange this and the next one will be in November.

Some people would also like a parish quiet day as a separate event. Alice Wood will be asked if she would like to come up with ideas for a date after the summer holidays, most likely in September.

Dom

Alice to be asked

7e Joe Waller, who requested the use of our church for a concert of his music has now decided to hold the event elsewhere.

7f Greatham Update

There is no real news from Greatham. Moving forwards as two churches is slow work, although they were used to being part of a benefice. Beth has now moved on and Paul is leading two non-communion services a month. There are joint services where there are 5 Sundays in a month. They still have no website.

7g School report, governors and Tearfund

On 1st July there will be an open morning at the school, and PCC members are requested to attend if possible.

A foundation governor is still required.

A letter from Tearfund to the school was circulated. The school would like to link with the charity as 'connected church - school'. This might involve fundraising and could link the church and school in connected projects.

It was suggested that the 'Eagles' community development project in Malawi be supported. In principle, the PCC are happy to work with the school on this project. There will be no financial commitment on our part, and someone will be asked to come and speak to us about it.

Last Sunday, enough was raised in a collection at church to 'twin our toilets' with one in Pakistan and one in Kenya.

7h Welcome

Julia is leading a new welcome team, and developing a welcome pack for newcomers to church and those who come to occasional offices e.g. weddings and baptisms. Newcomers are being asked for their contact details, and Dom endeavours to get in touch with them straight away, with good feedback so far.

Most socialising is done at the back of the church, and a sheet was circulated with suggestions on how to improve our welcome (copies available upon request). Items highlighted on the sheet are those suggested to be done first.

- The swing boards state the morning service time at 9.45am, so these need updating. Gill Rooney offered to provide stickers to put on top showing the new time.
- Tidy some of the chairs away from the porch, keeping the minimum number necessary.
- Move the cupboard that houses the altar frontals into the porch. This caused some concerns about possible damp spoiling the fabric as this area is not heated. It was agreed to check with Mayfield Jays for advice on fabric care and any precautions that may be needed. If they say it is ok, then Dom will try this.
- The mezzanine level over the porch has no safe access, and is not ideal for storage.
- It was suggested that hymn books be placed in the pews and left there. Service books and pewsheets would still be handed out. There was concern that the blue songbooks were not designed for the pews, and that they would become curved and fall off the shelf.

The PCC were asked to consider these and other ideas, which will be re-visited one step at a time, and slowly talked through. Some experimentation may be in order!

8 Reports from sub-committees

8a Worship Committee meeting 2nd June

It was noted that Hannah Chamber's appointment as a server was approved by the PCC on 16.9.14, so it was not necessary to complete this.

Referring to the item about making the family service more child inclusive: the children already do take the collection at times.

Peter Cotton will be leading the first Sunday service of August and September.

Nigel Walker leads occasional services, and likes the servers unrobed.

All services planned for the year ahead will be put in a leaflet to be circulated with the pewsheet.

Completed

8b Pastoral Care Team (PCT)

A service is taking place at St Peters on 16th August to commission LPAs.

8c Fundraising and social committee

The Fundraising and social committee have not met

8d Fabric report

There is no news from the fabric committee, but they are meeting soon and a maintenance schedule will be drawn up.

8e Finances

The accounts are going in the right direction, and Alan would like to pay off some of the Parish Share. Recent fundraising events have made around £3,000, and collections are going well, so we are in a position to pay off a month's Parish Share from the debt. The Friday drop-in and Soup Café are both making a profit and Davina was thanked for all her work. Final invoices from the building work are still being awaited, as is the last of the grant money. We have received a donation of £1,500 towards the roof fund from the Bordon freemasons.

The way Parish Share is calculated is going to change and Experian data on parish income is to be used in future. Details on the new scheme are still being worked on. It will be based on parish income, but as much as 40% of the congregation live outside the parish boundaries. Changes will not take place until 2016/17 with a three year lead in period for those who will be adversely affected. The Deanery may choose an option where the more wealthy parishes can contribute towards others, but this is currently undecided.

8f Deanery Synod

PACT have a local pilgrimage coming up soon, have a look at the Deanery website for more information.

Deanery confirmations will be held on 28th November at the church with the highest number of candidates.

The Deanery are looking at ethical banking with credit union who operate local savings schemes and loans. Accounts do not gain interest, but dividend.

9 Any other business

9a Alice Wood is hoping to start a bible study group on Tuesdays from September

9b Mayor Sally Pond has asked for a civic service to be held at St Matthews on 25th October. The PCC are happy with this.

9c In an effort to avoid tax evasion, we are now required by the Diocese to have a formal letter of employment or temporary work for those people we pay to carry out tasks within the church. This is going to affect mainly our administrator, organists, vergers and bellringers. Alan will move this forward.

10 Confirm dates and times of next PCC meetings:

- 18th July 2015 PCC away day
- 21st July 2015 PCC meeting
- 15th September 2015 PCC meeting
- 17th November 2015 PCC meeting

11 MEETING CLOSURE

The meeting closed at 9.25pm with the grace

Minutes confirmed as being a true and accurate record.

Signed:Date: