**Minutes of PCC Meeting Tuesday 12th May 2020 at 7pm on ZooM**

**PCC Members present:**

Chair: Claire Towns. Minutes Secretary: Jill Phipps

Jen Frampton, Jenny Sharpe, Teresa Reynolds, Sally Beazely, Bill Jones, Andrew Wilkinson, Liz Newbold, Dave Lee, Amanda Ankers, Allison Gurry, Janet Chant, Ben Armstrong, John Branson, Bobbie Branson

Opening prayers led by Jill

|  |  |  |
| --- | --- | --- |
| **1** | Apologies for absence: None | **Action** |
| **2** | **Minutes of the last meeting held on Thursday 5th March 2020** | Approved by all  To be signed by CT |
| **3** | **Matters arising not on the agenda:**  None |  |
| **4** | **Correspondence received**  A letter of thanks has been received from St George Foundation, thanking us for the donation of £1627. 41p from 2019 church collections. |  |
| **5** | APCM Matters  Claire has received guidance from Bishop Christopher that the latest date for APCM’s to be held is 31st October. Until then, all PCC members and officers retain their current roles, apart from Deanery Synod reps who continue in office until 30th November. All agreed to this. |  |
|  | **Mission and Church Life (Vicar)** |  |
| **6** | **Barnaby’s Redecoration (BJ)**  Barnaby’s Business Team (BBT) recently approached Claire asking about redecorating Barnaby’s. The BBT minutes of 15/4 note that the team agreed on a full redecoration before opening.  Barnaby’s has not ever had a professional redecoration, the walls need re-painting where the tables have scuffed the paintwork, but it is otherwise clean. There are a professional redecoration married team living in the village who could do the decoration; we do not have any quotes at the moment so have no idea of what it would cost.  PCC discussion: on need for more than one quote; in view of general reduction in income, this will be a lean year; it would be unwise to spend money at this time; it is a good time to redecorate while Barnaby’s is closed and it would then be fresh and ready for re-opening; Barnaby’s money could be given to a charity; redecorating now would give a poor impression of the church spending money unnecessarily.  Proposal: that the decision is deferred to a later date – not yet.  The PCC wished to thank BBT for their thinking on this matter and the sentiment behind it. | **BJ**  **CT to inform BBT** |
| **7** | **Policies in Lockdown**  **Care of the Churchyard**  A member of the church has written to Claire concerning the advice re maintaining the churchyard (currently being strimmed and mowed by volunteers from the church) as it is against the guidance on the Church of England website, which is that mowing is ‘non-essential work’.  Andrew has discussed this matter with the person, pointing out that:   * It is being done safely * The guidance on C of E website is from the Archbishops Council and not direct from the Archbishops themselves * We are following our Archdeacon, Gavin Collins’ advice ( Claire has had discussion with him on this) * All other churches in our Deanery are maintaining their churchyards * The Parish Council and our local PCSO are in support of the maintenance of the churchyard * Mowing and strimming shows the church is active even though the church building is closed and people walk through it and sit in it can enjoy a cared for place. * In the Church of Scotland, the Methodist Church and several Anglican Dioceses – advise to mow the churchyards   Further discussion on Health & Safety, risk assessment and insurance.  Proposal:   * That we continue to care for the churchyard, mowing and strimming as required, following the Archdeacon’s guidance. * That we continue to monitor Cof E advice and be prepared to stop the grass cutting if necessary.   This was agreed unanimously.  There was a vote of thanks to those who are doing the work at the present time.  **Church Website**  Amanda explained that the new website is built, content needed has been transferred from the old website to the new one and changes made. Claire & Hazel had completed the new content which is on the site and ready for checking. At that point, the staff at 21/6 were put on furlough and only essential work has been done since then. However, once updates have been checked by Claire, the website is ready to hand over and sign off in the next 24 hours. A member of 21/6 has been assigned to update it and provide training in doing this.  Amanda reported that a number of images inside the church had been sent to her by Brian Pancott but unfortunately these did not fulfil GDPR regulations and without permission, 21/6 were unable to use them on the website. We will have to wait until we can get into church again.  We will continue to look at other options of providing information for those with no access to the internet, eg posters.  Thanks were expressed to Amanda, Hazel, Claire and all involved with the new website.  It was highlighted that the live-streaming services are going very well, all expressed thanks and huge admiration to Claire & Sally for their skills and work on this. Sally reported that although church family are joining in with the live services (30-35), a lot are also watching via the Facebook link later (20+). People from other countries and places in the UK are watching too; people in the community who are not church attenders normally are following the services. We should consider continuing this after lock down has been lifted.  However, there has been criticism for poor advertising and short notice of services.  It was noted that it would be better to have our new website up and running, even if not fully updated, rather than an obsolete site at this time when websites are important. At present, most of our church information is via the Facebook site which Sally is maintaining with up to date information and images. Some churches put information on ‘A Church near you’ and CT agreed to look at that too.  Concern expressed for those who can’t access Facebook or the internet. Claire acknowledged this and reported that the Ministry team are phoning people every week to keep in touch, that she is working with the Parish Council to identify any need, and there is a lot of networking and communication happening. Sally shares communications with the Primary School. Allison noted that she posts/delivers 4 of her MU newsletters to people who have no access to internet.  Proposal:   * That we continue to use Facebook at the main source of information for current church events, news and updates * We ensure the launch of the church website within the next few weeks * We continue to live stream Sunday morning 10am services and Wednesday evening compline via Facebook live, following current diocesan guidelines as to who can or cannot be present in a live-stream. A link to be sent to 100 email recipients after the live-stream * Use invite-only ZooM for Tuesday and Thursday 9.30am Morning Prayer * Follow Diocesan guidelines on live-streaming and ZooM meetings.   PCC agreed this proposal unanimously. | **AA/CT**  **CT**  **CT** |
| **8** | **Toilet in Link (AW)**  Good news: Hampshire County Council have given us a grant of nearly £9000 for the work on the accessible toilet in the Link.  However, the Faculty has not received full approval as notices posted since the lock-down are deemed not to have been visible enough to sufficient people. Andrew will discuss this with Gavin to see if this can be moved forward. | **AW** |
| **9** | **Roof Works (BJ)**  Roof work to replace the stolen lead is set to start soon and will involve scaffolding (subject to Faculty). The contractors are professionals who will not have access to the building. Gary (Parish Council Safety Officer) will alert the local Police to the scaffolding and they will do security checks on their rounds. | **BJ** |
| **10** | **Church Email Addresses**  When 21/6 start with our new live website, they could also provide us with church email addresses, as is best practice. Mark Johnson who currently manages these addresses, has advised against a company taking it over in case the organisation went bankrupt, and they would then have to give back the management of the emails. Amanda said that 21/6 were happy to provide the service for the church email addresses or not, as the PCC decided. There would be a maintenance charge of £4 per month per email address. They are maintaining the website which involves providing monthly updates, checking for errors, ensuring safety , all offered by 21/6 free of charge.  Claire is unable to use her official Vicar@ email address; she and Dave will look into why this is not happening.  It was agreed that we leave the care of the email addresses to Mark as it is working. Clarification on the emails is required; discussion on who needs them.  Clarification also needed on the process for contacting the PCC. The correct way should be to address concerns to the PCC secretary which will be discussed at Standing Committee. This needs further discussion and a policy.  It was acknowledged that all PCC members need to be available for the church family to comment/ ask questions. | **CT to discuss with MJ**  **CT/DL**  **CT & Churchwardens** |
|  | **Mission and Money** |  |
| **10** | **Financial Update**  At Standing Committee a decision was made on behalf of the PCC to temporarily reduce our Parish Share to the Diocese, from £4900 to £4000 for April, May & June. We will keep this under review and hope to return to the full amount. The reduction in Diocesan share is because   * with the Church closed, our collections are reduced, * Barnaby’s is closed and BBT are giving the church £300 monthly instead of £650. * We have lost a number of large contributors to church recently, moved away or have died.   As well as reduced income, our outgoings are down – utility bills are reduced and the Paterson Centre water company has closed the account until church reopens. |  |
| **11** | **Matters of General Interest & Information**  John Sharpe is running another quiz via ZooM on Saturday. Please email John to join.  Ben reported that Sunday Club are putting together craft packs to deliver to each Sunday Club member. This will include a blessing and prayer addressed to each child.  Ben’s company provides PPE which we will need when Church re-opens.  John B thanked all who had purchased handmade cards from Hollie; so far she has raised £200 but there are still some cards available, please contact Hollie.  The Primary School are preparing for the return of Year R, year 1 and year 6 on 1st June. Please continue to pray for them all.  Thanks were expressed to Claire for her daily emails. |  |
|  | **The meeting closed with the Grace at 8.30pm** |  |
|  |  |  |

St Barnabas Swanmore – Making Christ known in our community through care for all, welcoming hospitality and worship for all ages