**Minutes of PCC Meeting Thursday 4th February 2021 at 7.30pm on ZooM**

**PCC Members present:**

Chair: Claire Towns. Minutes Secretary: Jill Phipps

 Jen Frampton, Jenny Sharpe, Sally Beazley, Bill Jones, Andrew Wilkinson Dave Lee, Allison Gurry, Janet Chant, Ben Armstrong, John Branson, Bobbie Branson, Claire LLoyd

Opening prayers led by Janet Chant.

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| **1** | Apologies for absence from Teresa Reynolds.  | **Action**  |
| **2** | **Minutes of the last meeting held on Thursday December 17th 2020**Agreed by all. | Approved by all To be signed by CT and put on the website |
| **3** | **Correspondence**Claire has received a thank you letter and certificate from the Roberts Centre for the toys and gifts given before Christmas. She has also received two thank you letters from those who received Christmas hampers. |  |
| **4** | **Feedback from Standing Committee**Standing committee approved the giving of £50 as a leaving gift to Archdeacon Gavin Collins, sent by Andrew. |  |
| **5** | **PCC roles in view of Claire’s departure**Claire advised the need for careful thought about PCC roles. Jill has offered to continue as PCC secretary for the time being, Bill will be stepping down as Church Warden this year. Andrew is carrying the roles of Church Warden and Treasurer which is not ideal for him or the church. It is likely that, once Claire leaves, we will be in Vacancy for a year and the Church Wardens have the legal responsibility for the church. Claire suggested that we alter the proposed date of APCM from 24th March to 28th April which would give us more time to plan. This was agreed as a good idea. We will need to advertise in the April magazine. Claire also suggested a change to the current Church Warden system where the responsibility and work falls on the shoulders of two people; it could be that we have 2 legally named Church Wardens who are supported by a team of deputies who divide the practical work between them. Claire will make some notes on how this might work.  | **JP****CT** |
| **6** | **Safeguarding**Teresa had informed us that there was no update for this meeting.Claire has completed her 3 year Leadership training recently and Church Wardens are required to do this too. (Post meeting note: Readers/LLM in the Diocese are currently applying to be re-licensed for the next 5 years and this involves every person completing Safeguarding, Domestic Abuse and Leadership training too.)The Church of England has set up a register of ministers which Claire will be listed on. The Diocese is completing a review of historic cases of abuse for a national Safeguarding review. There have been none in Swanmore.Claire informed PCC that Teresa Reynolds would be standing down as Parish Safeguarding rep at the APCM. |  |
| **7.** | **Missions and Charities for 2021**After thought, suggestions and discussion, PCC agreed that the Charities for this year would be:* International: St George Foundation
* National: The Children’s Society
* Local: Friends Without Borders

Age UK was also suggested as a good cause in view of the isolation and loneliness experienced by older people during the pandemic ; it could be supported with a special one-off collection.  |  |
| **8** | **Deanery Process & Update from Mission & Pastoral Committee**Jill had sent out 2 documents prior to PCC meeting (with apologies for the short notice) from the most recent Mission & Pastoral Committee meeting 2 days before. One – ‘Towards a Deanery Plan’ - outlined the strategic aims and the other, a draft Deanery Mission Action Plan, set out a possible structure for the Deanery churches, dividing them into 3 groups, Meon Central, Meon West and Meon Valley. Swanmore was put into the Meon Central group with St Peter’s, BW, Upham and St John’s Shedfield, which had the highest population of the 3 areas. The changes for us in Meon Central, though not extremely radical, involve moving to one PCC for the 4 churches, and other changes in finances and admin which would take time to embed. Discussion and comments/suggestions were offered. Jill to compile these into a summary to send out to PCC prior to the last M&P committee meeting next 11th Feb. The plan then goes to Deanery Synod on 18th February, and then to the Diocese.  | **All to email JP** |
| **9** | **Church Warden Update*** **Link Toilet**: Andrew, Bill and John had met with a rep from ‘Green Building’ regarding the Link toilet plans. He advised that the very worst place to site a toilet was in that cupboard. The best place is the east end of the Long Room. He will provide a new quote based on the site being the Long Room and Andrew /Bill will email these to the PCC for approval. We may need a new Faculty; Andrew to find out.
* **Headstones in the Churchyard:** Bill warned that with the ground being waterlogged, some of the upright headstones are starting to lean and be a risk. One outside the Link door has had to be laid flat.
* **Insurance Survey:** Our insurers, Ecclesiastical, had that morning undertaken their periodic survey, by email and phone with Andrew. There were no problems encountered.
 | **AW** |
| **10**  | **Fundraising**John Sharpe has sent out an email regarding Open Gardens later in the year.Claire has had an offer to host a fundraising event at Holywell from Briony Clarendon. Claire will find out the implications including cost and pass the details to the fund raising committee. | **CT** |
| **12** | **Swanmore Link Magazine**Claire informed us of the responses regarding the Parish magazine.20% response rate170 people will collect a copy85 will read it online14 would like it delivered7 would like a postal copy. The Editors view is to over-order initially and it is cheaper, per copy, to order more copies. All agreed that the new magazine is very professional and a great improvement.* **The Riso**

We will not be using the Riso now that we are having the magazine professionally printed. Andrew has been in touch with the firm who supplied the Riso to us in 2014; they are happy to take it for spare parts. This was agreed by PCC. There are some boxes of A3 paper available to purchase from the Treasurer. Removal of the Riso will provide space for storage, and filing cabinets.  | **AW to arrange** |
| **13** | **Financial Update**Andrew had sent out a report prior to the meeting. Our Parish Share is £4341 per month this year, last year £4986. Magazine advertising income looks to be similar to last year, thanks to the hard work of John Austin. Expenditure on 6 new issues comparable to cost of 10 issues last year; we pay £1360 for 1500 copies. Missions Donations in 2020:CAP £1304Emmaus Winchester £1313Water Aid £1110St George Foundation £80Royal Free Charity £273 (Jan White funeral)Christian Aid £50Royal British Legion £30**Total: £4162 + about £1040 in Gift Aid to be claimed**. **Church Fees:**Andrew reported that nationwide, the fees have only gone up by £1. He proposed that we increase Wedding fees from £463 to £464. Funeral Fees to increase to £199.The Organist arranges his/her own fee – usually approximately £80Bellringers – currently £80, Andrew proposed that this remains the same. PCC agreed unanimously to these suggestions.  | **AW** |
| **14** | **Paterson Centre Lettings**Claire reported that Gail has received 2 requests to hire the Pat Centre, from the Mothers Union for meetings from May, and from the Art Club for the Art Fair on 27-30th August. In principle, the PCC agreed to allow bookings for the Pat Centre from May onwards.  | **GN** |
| **15** | **Sunday Club**Ben reported that craft packs are put together and delivered for each child in Sunday club on a monthly basis to help keep in touch. These are put together by Kate Chesters, Dave & Sam Lee and Ben. Sunday club meets monthly on zoom and they will be doing additional zoom meetings to chat and share. Ben is in touch with Jordan Cousins from Waltham Chase and Kate Smyth, Youth worker from Bishops Waltham, and sharing ideas.PCC thanked Ben and the team for all they are doing to support the children and families.  |  |
|  | The meeting ended at 9.30pm  |  |
|  | **Date of next meeting:** **Thursday 11th March at 7.30pm** **APCM: Wednesday 28th April 2021 at 7pm** |  |

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