

Minutes of PCC Meeting Thursday 10th June 2021 at 7.30pm on Zoom



PCC Members present:

Chair: Dave Lee Minutes Secretary: Jill Phipps

Jen Frampton, Jenny Sharpe, Amanda Ankers, Janet Chant, Claire Lloyd, Derrinda Laing, John Sharpe, Allison Gurry, Caroline Vost, Nick Whitehead, Liz Newbold, Andrew Wilkinson, Bill Jones.

Opening prayers led by Dave

1	Welcome & Apologies -John Branson, Dot Holubinka Dave as Vice Chairman took the Chair.	Action
2	Minutes of the last meeting held on 13th May 2021 These had been sent out for comment. Agreed as a clear record of the meeting by all which can be uploaded to the church website.	Jill/Gail
3	Matters arising from 13th May minutes and not covered on the agenda: <ul style="list-style-type: none">• Budget for Standing Committee: Andrew proposed £1000, seconded by Derrinda. All in favour of this amount.• Rota's for Communion Assistants: Hazel has drawn up a rota of Communion Assistants although they have not been on duty during Covid and it is not yet known when we will be able to celebrate the Eucharist in bread and wine. Allison Gurry has offered to be a Communion Assistant at St Barnabas. It is usual in Portsmouth Diocese to attend a training session on distributing the wine in the Eucharist and to have permission to do so by the Bishop. Allison received training and permission from the Bishop to assist with Holy Communion in her previous Diocese and church, and needs only the agreement of the PCC in this. All in favour of Allison joining the Communion Assistants team.• Filing Cabinet in the Vicarage: this has been moved from the Vicarage to the Print room. Amanda and Jill have sorted through it and shredded/discarded out of date material. It is proposed to keep some records in the cabinet, the print room has a keysafe and is secure, the cabinet is locked, and there is only one key, kept by Dave.• Link Toilet: Janet has completed the notice for the door and purchased a splash-back, which Bill will put up.• Decking: this has all been removed now and the area levelled. Thanks expressed to John Branson for his work on this.	BJ/JC

	<ul style="list-style-type: none"> • Church Garden Equipment: this is now stored in various places including the porch; thanks to Andrew, Bill and John for moving it all. Bill is looking at options for storage; the cost of a suitable size container is in the region of £350. • The Swanmore Link: Amanda has organised a large banner on the school fence advertising the magazine available in the Link and we have advertised on FaceBook. Amanda has liaised with the Parish Council and PSO asking for help with advertising on their social media and is planning to contact the pubs, asking if they will take some copies to give to their customers. We do not want to reduce numbers of printed copies as this reduces the coverage for our advertisers and we are getting some new advertising requests. Allison offered to drop copies in to the College; all of us encouraged to put copies through our neighbours doors. 	<p>BJ</p> <p>All</p>
<p>4</p>	<p>Discussion on Vacancy Information meeting 8th June with Acting Archdeacon & Area Dean</p> <p>Jill had sent brief notes following Tuesday’s meeting and Nick had sent a short paper with further observations and questions.</p> <p>The Archdeacon had informed us of our responsibilities during a Vacancy</p> <ul style="list-style-type: none"> • To maintain worship services • To ensure fees and monies were paid on time • To prepare a Parish Profile ie an advert for a prospective Vicar. <p>Discussion re the Parish Profile (PP) – it should be written as an advert for a priest, should include our vision as a church and also be available to read on our website. The PP must be completed within 3 months of our meeting on 8th June, ie by September.</p> <p>Three members of the PCC agreed to be ‘the writing group’ for the PP although all of PCC will have input. The writing group is – Janet, Derrinda and Amanda.</p> <p>It was also suggested that we need to meet face to face around a table with a map of the Deanery, to bring out ideas. Hazel would check the draft PP for us when compiled.</p> <p>It was suggested that Hambledon church website would be a useful read as an example for ideas.</p> <p>Also to ask the wider church family via the weekly email bulletin for their ideas:</p> <p>“What is your vision for St Barnabas going forward?”</p> <p>Set up a dedicated email – vision@stbarnabas.org.uk</p> <p>And to ask Brian Pancott to print off the emails for those without access to the internet.</p>	<p>JP arrange date</p> <p>DL</p> <p>JP</p>

	<p>Deanery reorganisation</p> <p>Following the meeting on 8th June with Acting Archdeacon and Area Dean, many PCC members felt relieved and reassured. The Archdeacon assured us that there was no Diocesan plan to be implemented and the shape of our Deanery structure was very much up to us and our neighbouring churches to work out. It was felt we need to look at geographical locations of churches in the Deanery, their worship style and the population and congregation numbers. Data is available on BW Deanery from the Portsmouth.anglican.org site. John Sharpe offered to start to collect data to give us a better picture.</p>	JS
5.	<p>Correspondence</p> <p>An email has been received from Ben Armstrong asking if the PCC planned to continue live-streaming services even after we have resumed worship in church, and encouraging this to continue. Live-streaming via FaceBook has reached a wider audience and is useful for particular services, eg the Crib Service, which is so popular that we often cannot fit everyone in.</p> <p>Jill has attended some Webinars on ‘digital Church’ and the Diocesan team are happy to share their expertise. Jill to put together a paper for PCC on options.</p>	JP
6	<p>Safeguarding</p> <p>Caroline had prepared and sent round a report prior to PCC meeting; she reminded all members of the need for vigilance in light of the strange times we have been living through, when there has been an increase in on-line scams and abuse, as well as a rise in domestic abuse, and concern for lonely, isolated and vulnerable people and those whose mental health has been affected adversely.</p> <p>Reporting Form: In October 2020, the Diocesan Safeguarding team made some changes in the way safeguarding concerns should be reported. As a reminder, Caroline had included the ‘Responding Promptly to every Safeguarding Concern or Allegation’ flow chart and the Safeguarding Report Form which is to be used by an individual to record suspected or witnessed abuse or where someone discloses to them information about a safeguarding concern or allegation.</p> <p>Caroline proposed that PCC adopt this Safeguarding Report Form: this was seconded by Allison and approved by all.</p> <p>Training: Caroline informed PCC that most of us need to renew our Safeguarding training; she will be contacting members individually to explain what we need to do.</p> <p>DBS: The Diocese has appointed ‘thirtyone:eight’, an independent Christian charity, to process its DBS checks. Caroline will be our link for verifying DBS applications and as soon as this is approved, will be in contact with PCC members to progress, where necessary, their new applications.</p> <p>Safeguarding Sunday- 10th October 2021: There will be a nationwide safeguarding Sunday this Autumn, with the aim of raising awareness about creating safer places for all. A free resource pack is available from ‘Thirtyone:eight’.</p>	<p>All</p> <p>CV/All</p> <p>CV</p>

	In view of the Deanery reorganisation and possible merger of several church PCC's, Caroline was keen to promote one safeguarding officer per church, not one officer for several churches. She is currently using her own email address until the Parish Safeguarding email is working.	CV/AA
7.	Cleaning in church – equipment & rota. Jen wished to raise awareness in the PCC of a shortage of volunteers for church cleaning and some issues around equipment. A note requesting help has been sent round in the weekly bulletin.	JF/JC/AW
8.	Church Wardens Update. The Churchwardens had nothing to report at the moment.	
9	Finance Report Andrew had sent a report to PCC. Finances are steady. The magazine advertising and Paterson Centre hire is raising income, as well as Barnaby's, where sales have been good. Wedding fees have been reviewed and an updated version was sent to PCC, for display in the Link and Vestry. These were approved by PCC.	AW
10.	A 'Grow Community' in the Primary School. Jill explained that Southampton City Mission (SCM) have partnered with Scripture Union to set up Bible study groups for children in schools, as a lunchtime or after school club. The children will learn about Jesus through games, activities, stories and songs. The primary school were approached by SCM who already deliver 'Question of Faith' days across all year groups and John Paterson, HT, and the RE lead, Tricia Clarke, were keen to be a pilot school. Jill and Ellie Cousins (previously RE lead at the school, now working for SCM) will lead the group together and PCC are asked to support this in prayer and as a church. All were in favour. Jen offered to help with the group if needed.	JP
11	Items of general interest (not for discussion) Jill has received from the Diocese a 'notice of Church Officers Audit to complete, which involves addresses and terms of office of Churchwardens.	JP
	Nick closed the meeting in prayer. The meeting ended at 21:20	
10	Date of next meeting: Standing Committee: Tuesday 29th June PCC: Thursday 15th July	

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

These minutes were approved at the PCC meeting of 15th July 2021 for publication on the church website.