

Minutes of PCC 9th February 2023 at 7.30pm in Barnabys



Present: Nick Whitehead, Janet Chant, Dave Lee, Andrew Wilkinson, Caroline Vost, Emma Sajo, John Sharpe, Jenny Sharpe, Derrinda Laing, John Branson

Minutes: Emma Sajo

Prayers: Janet Chant

1	Apologies Jen Frampton, Amanda Ankers, Claire Lloyd	Action
2	Minutes of meeting 15th December <ul style="list-style-type: none"> The Minutes were approved. Emma to arrange signing with Nick. Once signed, the Minutes will be displayed on the board in the Link and put up on the Church website. 	ES
3	Matters Arising from the minutes: <ul style="list-style-type: none"> Awayday It was highlighted that the mission giving aspect was not discussed on the day, and this will be tabled for the next meeting taking place on 16th March (see item 9 below) Church activities on dashboard. No new activities to add. 	ES NW/Dave/Andrew
4	Safeguarding <ul style="list-style-type: none"> Caroline presented on four safeguarding papers including: Sunday Club Risk Assessment, Sunday Club Code of Practice, St Barnabas Safeguarding Action Plan and the Portsmouth Diocese Matrix. The PCC formally approved the Sunday Club Risk Assessment, the Sunday Club Code of Practice and the St Barnabas Safeguarding Action Plan. Caroline highlighted to PCC members that one or two DBS checks are still due and asked PCC members to make sure their training was up to date. Caroline thanked Ed, Teresa and Emma for undertaking the safeguarding training recently. 	ALL

5	<p>Vacancy update</p> <ul style="list-style-type: none"> • The PCC discussed the current situation. • Janet and Dave will be meeting with the Archdeacon and other churchwardens in the potential multi-benefice in March to discuss the Vacancy. Nick to send Dave the notes he has compiled from the Awayday and from the PCC meeting on 9th February to enable the Wardens to communicate our views. 	NW
6	<p>Pastoral Matters</p> <ul style="list-style-type: none"> • Alison confirmed that, this week, she has started taking communion to people at home. She has been visiting Ridgemedede Residential Home, Bishops Waltham, once a month, to give communion to residents there, where there are some residents from Swanmore. Revd James Hunt will be invited to join 2 or 3 times a year for special services for Easter, Christmas etc. • Jill Phipps provided a written update to advise the PCC on the activities she has been involved in and the changes that will occur as she completes her ordination training: <ul style="list-style-type: none"> ○ Swanmore Cygnets – Teresa Reynolds has offered to lead the group ○ Worship Wonders – no one has stepped forward so Jill will continue to lead up to June ○ Swanmore Primary School – Nick is now the main contact for the primary school ○ Swanmore Pre-School – Jill is still looking for someone to handover to, she will continue monthly visits for the time being. ○ Locking and Unlocking the Church – Jill can continue to do this on Thursdays for the time being. ○ Funeral Services - Jill is happy to continue taking funeral services until an incumbent is appointed. 	

7	<p>Property</p> <ul style="list-style-type: none"> • Property Report – The property report of 27th January was emailed to the PCC in advance of the meeting, reporting on areas of the church where work needs to be undertaken, and the relevant actions. Of particular concern, Nick highlighted the soaking under the dais and discussed the proposed actions to help remedy the problem. Nick reported that proposed drainage improvements had been recommended in 2005, but that nothing had happened. The Property team will meet on an ‘as and when is needed basis’ (approximately six times a year). • Terms of Reference – Nick discussed the draft Terms of Reference for the Property Team, outlining the aims, objectives, membership details, accountability and authority regarding expenditure. Nick, Andrew and Dave will meet to finalise Terms of Reference for PCC to agree. Nick also highlighted point 2c of the Terms of Reference, with regards to Health and Safety. Paul Eathorne to be invited to do a health and safety report for PCC in next 6 months and regularly thereafter. 	<p>NW/DL/AW</p> <p>NW/PE</p>
8	<p>Communications Team</p> <ul style="list-style-type: none"> • No responses were received from the recent notice. Dave confirmed there is still a desire to do this, but on hold until people step forward. • It was highlighted that Jill is still the main custodian of the St Barnabas Facebook page and a new custodian needs to be found. The PCC discussed who could take this on and Nick asked PCC members to think about whether they knew of any suitable candidates. 	<p>ALL</p>
9	<p>Treasurer’s Update – given by Andrew.</p> <ul style="list-style-type: none"> • Andrew presented two documents: Treasurer’s Report and Provisional 2022 and Budget 2023 Spreadsheet (attached) • Andrew reported the provisional results for 2022 showing a surplus, helped by the Paterson Centre income; thanks to Gail for managing the Paterson Centre bookings. • Andrew highlighted successful fundraising last year and thanked John Sharp and Team. • Utilities were high as expected. Dave and Mike have been looking at ways to reduce gas usage. John Branson mentioned sensor lights going on and off in the hallway between Barnabys and Paterson Centre. It was also discussed that the uplighters should be checked as they may need updating. John Branson to investigate how we might reduce electrical energy costs. • The Parish Share has stayed the same. 	<p>JB</p>

	<ul style="list-style-type: none"> • The Stewardship appeal very successful, though it had not happened for a long time and inflation had cut into giving in real terms. Andrew will continue to approach individuals regarding planned giving, particularly those with standing orders outside the parish giving scheme. • Andrew highlighted that the question of Missions giving from General Fund is still to be resolved. Nick advised that the Standing committee will create a paper for the next PCC meeting regarding Mission Giving. • The PCC formally accepted the Treasurers report. 	AW NW/DL/JC/AW
10	<p>Churchwardens' report</p> <ul style="list-style-type: none"> • Janet gave a brief history on LYCIG – that the previous content and others' feedback had been slightly disappointing. Anthony Rustell has sent out an invitation to Parishes to a LYCIG course taking place on Saturday 18th March St George Portsmouth. Derrinda Laing, Janet Chant and Andrew Wilkinson have put themselves forward to attend. • Dave Lee has been looking into the email server, as the current system is not fit for purpose. 	DL/JC/AW
11	<p>APCM</p> <ul style="list-style-type: none"> • APCM arrangements (26th April 2023) and consequent vacancies had been circulated to the PCC. • We are therefore seeking about 3 new PCC members – demographically it would help if some of these represented the younger members of the PCC and improved our male/female distribution. 	
12	<p>AOB</p> <ul style="list-style-type: none"> • 7th / 8th May is the Coronation weekend. Nick suggested having a Coronation Songs of Praise on Sunday 8th May. A pop-up choir and special cake and fizz also suggested. 	ALL
	The meeting closed with prayer and reflection.	

Treasurer's Report to PCC 9 Feb 23

1. Provisional results 2022. Please see attached summary showing the figures for 2022 but without Barnaby's. It looks like a useful surplus and I was pleasantly surprised by the Paterson Centre lettings income. The fundraising team did a great job and the magazine pretty much broke even.
2. We spent a lot on utilities as expected; this figure includes an energy rebate negotiated by the central church of £1500. I suspect we could make some economies and Dave has been looking at gas use. Admin expenditure is much higher than budget, mainly because Gail had a lot more to do in 2022 as life opened up again after Covid.
3. Parish share for 2023 is confirmed as the same as last year. Who knows what it will be next year as the diocese has not yet completed a review of the system? 4. The stewardship appeal has brought in around £7000 more annually plus Gift Aid. This falls short of what we aimed for but is still a very worthwhile amount. We will need to discuss when to repeat it and in what form. A disappointing number of the regular congregation did not respond so I will try and approach them individually.
4. I have revised the 2023 budget slightly to reflect the 2022 outturn and the higher stewardship income; I have been conservative but, I hope, realistic. I am hoping that Barnaby's will agree a higher monthly contribution as part of a more formal agreement between PCC and BBT.
5. Once the fabric committee is established, it would be good to delegate spending authority to it; Nick and I are discussing.
6. The question of missions giving from the General Fund is yet to be resolved. Special collections and donations last year, together with half the ticket sales from Christmas Saxophones, raised £2400 for our three missions. We also collected good amounts for RBL and the Roberts Centre. Andrew Wilkinson

ST BARNABAS CHURCH SWANMORE – FORECAST OUT-TURN 2022 AND REVISED BUDGET 2023

RECEIPTS	BUDGET 2022	Provisional 31 Dec 22	Budget 2023	
Regular giving - PGS	32,000	32,859	39,700	stewardship income
Regular giving - other	8,000	7,215	5,500	stewardship income
Unplanned giving	4,000	8,544	6,000	in plate or ad hoc donations
Other Gifts	0	6,800	7,000	legacies or anonymous donations
Income Tax Recovered	10,000	11,807	12,000	from above
Fundraising surplus*	2,000	3,785	3,500	income less costs
Fees	2,000	3,348	2,000	weddings and funerals
Dividends & Interest	25	7	25	on balances in CCLA account
Magazine income	8,000	8,179	7,500	advertising and donations
Paterson Centre lettings	3,000	10,949	9,000	all operating revenue
Grants	0	2,199		WCC for Barnabys
Other income	1,000	2,157	2,200	mostly for memorial path
Barnaby's contribution	7,800	7,800	10,000	facilities charge
	77,825	105,649	104,425	
PAYMENTS	BUDGET 2022	Forecast 31 Dec 22	Budget 2023	
Parish share	54,703	54,703	54,703	Amount confirmed
Other ministry costs	1,200	868	1,600	clergy exps, deanery synod,
Worship	700	750	750	resources, music, flowers
Young people's work	100	50	125	Sunday Club etc
Missions & Charities	300	0		grants from church income – Hackney link
Maintenance **	12,000	11,454	12,000	repairs, maint, servicing, insurance, churchyard
Utilities	10,000	10,624	12,000	gas, electricity, water, sewerage, waste
Administration/ Governance	3,000	8,373	8,000	secretarial, caretaker, office, PCC expenses etc
Magazine expenses	7,500	9,488	9,000	printing and postage
Capital works			1,500	eg churchyard paths
Depreciation	1,250	3,900	3,900	
Other expenses		180	100	
surplus/(deficit)	(12,928)	5,259	747	(deficit funded from reserves)
	77,825	105,649	104,425	

Barnaby's income	10,000	32000	32000
Barnaby's expenditure	8000	28500	28000

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