

Minutes of PCC Meeting 15th June 2023.

Present: Dave Lee (DML), Janet Chant (JC), Emma Sajo (ECS), John Sharpe (JDS), Jenny Sharpe (JES), Derrinda Laing (DAL), Jen Frampton (JF), Liz Newbold (LN), Helen Dyer (HD), David Bakewell (DB), Emily Singleton (ES)

Minutes: Emma Sajo

Prayers: Janet Chant



1	Apologies:	Action
2	<p>Minutes of meeting May</p> <ul style="list-style-type: none"> DAL highlighted confusion between initials for Dave Lee and Derrinda Laing. Going forward Derrinda Laing will be DAL. Dave Lee will be DML. DAL highlighted error in property section – action allocation should be DML not DAL. ECS to amend. The Minutes were then approved with the above corrections. 	ECS
3	<p>Matters Arising from the minutes:</p> <p>Membership for Sub Committees</p> <ul style="list-style-type: none"> AG updated on Magazine committee. Penny Clive has now taken the lead, no recent meetings have been had. AG happy to continue be on the committee. ES had been nominated to be part of the Communications Committee and the Finance committee. ES accepted. DB had asked Cathy Bakewell to be on Missions Group and she was happy to be part of the group <p>Terms of Reference feedback</p> <ul style="list-style-type: none"> A continuation of the discussion of the Draft Terms of Reference took place. It was agreed more consistency with format of ToR was needed. Membership sections to be reviewed with Churchwardens and Incumbent added. A new missions ToR is to be drawn up. JS to send comments to AW re. Social and Fundraising ToR. 	JDS / AW DB

	<ul style="list-style-type: none"> DB updated on Faculty Funding and the rules. DB to circulate these to PCC 	
4	<p>Standing Committee</p> <ul style="list-style-type: none"> Nothing to report. 	
5	<p>Safeguarding Update</p> <ul style="list-style-type: none"> CV had circulated papers to the committee in advance of the meeting including a Safeguarding Update, the current Safeguarding Action Plan (SAP) and the Portsmouth Diocese Volunteer Role Description Safeguarding Action Plan - on behalf of CV, DML proposed the SAP be approved. LN Proposed. JC seconded proposal. Churchwardens & PCC Member Role Descriptions – CV had enquired about the two references needed and confirmed in her update that it was a national requirement and part of the appointment process of PCC members and Churchwardens. DML to feedback to CV that we would follow this process and questioned whether current members should also provide additional references. The committee was in agreement that they should. DML to speak to CV about actioning this and sending committee members the reference forms. Role descriptions – completion of other role descriptions is work in progress. Safeguarding Training – JC and CV continue to work on implementation of the new Portsmouth Diocese training pathway. 	<p>DML</p> <p>DML</p>
6	<p>Pastoral Update</p> <ul style="list-style-type: none"> A written update report was provided by Hazel Whitehead and circulated to the committee in advance of the meeting. In the report, HW highlighted the issue of getting the knowledge due to GDPR. HW highlighted would be good to have more male members in the team. No further comments from PCC The PCC gave thanks to both HW and NW for their work. 	
7	<p>Property</p> <ul style="list-style-type: none"> No report. JB provided a brief verbal update. A written report will be provided for the July PCC meeting. DML updated on the work of the heating engineer, which is nearly finished. As part of the work the kitchen taps will be replaced with lever taps. At the end of the job, a gas safety certificate will be 	

	<p>provided.</p> <ul style="list-style-type: none"> Barnaby's Roof Tiles - DML updated he is in the process of organising someone to look at this 	
8	<p>Finance</p> <ul style="list-style-type: none"> No update 	
9	<p>Churchwardens Update</p> <ul style="list-style-type: none"> JC updated that she is looking for more Assistant Churchwardens to join the team JC informed PCC she had received an email from Citizens Advice asking if flyers could be put in church which was agreed by the committee. DML updated the committee on the new PCC Sharepoint, where all meeting documents and PCC information will be stored. DML will send further information to the Committee once it is fully set up. DML updated that Jill Phipps had stepped back from Swanmore Educational Trust as the St Barnabas rep and Susie Fellows would take over. The next meeting is in October. 	DML
10	<p>Vacancy</p> <ul style="list-style-type: none"> DML reported the one-page Parish Profile has now been submitted. DML happy to circulate. DML reported that the recent meeting with the other Churchwardens to discuss the Church profile, had been productive. He explained there would be two descriptions required for the incumbent – a description for the Team Lead role and description for the local role JF asked what the official title of the incumbent would be. DML updated this is tbc. The committee discussed whether to approach the Bishop directly for his candidate, or to put out an advert. The general view was to go out to advert. DML will respond to the Steering group with this view. 	DML
14	<p>AOB</p> <p>Comms Update</p> <ul style="list-style-type: none"> HD and ES provided a Comms update. They now have access and can edit both the Website and Facebook. They have begun to share Barnabys and School events HD explained they plan to put more focus on 'people' on the Facebook page. They also discussed linking the Facebook page to the website. HS will be updating photos on the website soon. Phone numbers will be removed and PCC email 	

	<p>addresses will be added.</p> <ul style="list-style-type: none"> • ES discussed the idea of adding a contact on the website for people who are new • ECS to add Comms Update as a standing item on the agenda <p>Social Committee Update</p> <ul style="list-style-type: none"> • JS updated on open gardens and Teddy Bear picnic. • JS also informed that all films to be shown would be under 18. • ECS to add Social Committee as a standing item to the agenda <p>Get together for all the PCCs</p> <ul style="list-style-type: none"> • DAL suggested a bring a share to be hosted in the Paterson Centre in the evening, to take place between now and end July. DML to look at dates. 	<p>ECS</p> <p>ECS</p> <p>DML</p>
15	The meeting closed in prayer and reflection at 9:01pm	