

DRAFT Minutes of PCC Meeting 17th October 2024 at 7.30pm, in Barnaby's



Present: Dave Lee (DML), Emma Sajo (ECS), John Sharpe (JDS), Jenny Sharpe (JES), Jen Frampton (JF), Doug Emmett (DDE), Caroline Vost (CV), Andrew Wilkinson (AW), Janet Chant (JC), Derrinda Laing (DL), Helen Dyer (HD), David Bakewell (DB), (HD), Allison Gurry (AG), Emily Sandoval (ES)

Chair: Dave Lee

Minutes: Doug Emmett

Prayers: Jen Frampton

1.	<p>Welcome</p> <ul style="list-style-type: none"> DML welcomed the Committee <p>Apologies received from:</p> <ul style="list-style-type: none"> Revd Andy Davis, Emma Sajo. 	Action
2.	<p>Minutes of September PCC Meeting</p> <ul style="list-style-type: none"> The Minutes of the PCC meeting on 19th September 2024 were approved, proposed by JF and seconded by AW. All were in favour. ACTION: ECS to arrange for the signed Minutes to be posted on the notice board in the link and added to the website. 	ECS
3.	<p>Matters arising from the Minutes</p> <ul style="list-style-type: none"> DML ran through the Actions Log and highlighted any outstanding actions. ACTION: DE to circulate updated Actions log. 	DE
4.	<p>Standing Committee Update</p> <ul style="list-style-type: none"> Mostly Barnabys matters (dealt with later), Approval of advertising changes to Parish magazine. 	
5.	<p>Terms of Reference</p> <ul style="list-style-type: none"> Barnaby's TOR were circulated - Version 6 is the latest. It includes a new Barnabys "Steering Group", with volunteer appointments limited to 3 years, initially for 1,2 or 3 years to stagger reappointments. DB queried whether the new TOR addressed the new relationship between the PCC and the Steering Group. DML pointed out this TOR would be subject to continual review and could be improved in this respect. New TOR proposed by AG, seconded by JF. TOR approved. ACTION: DB to consider how to improve TOR version 6. 	DB

6.	<p>Safeguarding</p> <ul style="list-style-type: none"> ● Safeguarding Action Plan (SAP) Presented by CV ● Parish Safeguarding Dashboard <ul style="list-style-type: none"> ● Lone Working and Safeguarding: distinction between safeguarding and health and safety ● Support for Victims and Survivors: disclosure to relevant persons, PCC and resulting action including by Diocese. ● Appropriate Boundaries: interactions with individuals and appropriateness of contact (eg handshakes) ● Promoting a Healthy and Safe Culture: outlined. <p>The SAP was proposed by AG, seconded by JF, and was approved.</p> <p>Hazel Whitehead has purchased 2 personal alarms, one kept in the Vestry one in the cupboard.</p> <p>Worksheet: Discussed by PCC members, so as: to identify strengths as follows.... JF warm, caring supporting, welcoming social church JDS good communications such as magazine to identify weaknesses as follows.... ES raised lack of children involved - led to discussion of relevant events, and published list of events.</p> <ul style="list-style-type: none"> ● St Barnabas Treasurer Role Descriptions CV asked whether reserves policy was relevant. AW considered it was. CV proposed the Role description, DML seconded, the Role description was approved. ● Safeguarding Sunday: discussion of taking photos at such events. Parental consent and implied consent likely to be relevant. CV outlined a Protocol to deal with this. ACTION: CV to send copy to DE to be circulated. 	DE
7.	<p>Pastoral Update</p> <ul style="list-style-type: none"> ● A brief Pastoral report was received, referring to the prayer corner and the Remembrance Service. 	
8.	<p>Comms Team Update</p> <ul style="list-style-type: none"> ● HD said St Barnabas website was stable, new sheets with upcoming matters would be added. 	

	<ul style="list-style-type: none"> ● Questions and discussion about access to an old website with old information, which AW showed may be an historic Diocesan profile. 	
9.	<p>Social Committee Update</p> <p>JDS presented a report.</p> <p>JDS pointed out new TV was in use. Discussion of using the TV for streaming, rather than just films, and resulting need for licence. ES identified use for streaming live services. AW suggested we wait until a streaming need arises.</p> <p>JDS said nostalgic film club going well. Grants were discussed, decisions on future plans and subsidies will be needed.</p> <p>JC asked about warm hub grants.</p> <p>JDS outlined future events, Light Party (Ben organising), Silent Night, Singalong Sound of Music.</p>	
10.	<p>Property Update</p> <ul style="list-style-type: none"> ● Property report received from Nick Whitehead. ● New hedgecutter being sourced following earlier spending approval. ● A new replacement projector is being donated by Swanmore School to be fitted 8/11.. ● DE was assured no approval had been given for a new coffee machine in Barnabys, nor for the reconfiguration of the kitchen area. The latter could however be done without a Faculty, possibly during next summer closure. ● ACTION: DE to investigate, with property team, creating a list of approved tradesmen. 	DE
11.	<p>Finance Update</p> <ul style="list-style-type: none"> ● AW pointed out that both Income and Expenditure were more than expected. The expected deficit out-turn may now however be a break even result. ● AW asked for approval of Paterson Centre charges to remain as last year. AG seconded. Approved. ● AW outlined need to replace Paterson Centre windows. Asked if Property team could investigate quotes, but pointed out a Faculty would be necessary. 	
12.	<p>Churchwardens Update</p> <ul style="list-style-type: none"> ● Nothing, other than Barnabys issues later in meeting. 	
13.	<p>Missions Giving</p> <ul style="list-style-type: none"> ● Just the item in Actions Log. Also DAL later mentioned her Deanery meeting, and the plan for new “Networks” across the Deanery, as part of a “Strategy for Rejuvenation”. Meon Valley Parishes Group has been selected to be part of the pilot study, but that is now subject to Andy’s recovery. 	

14.	<p>Barnaby's Update</p> <ul style="list-style-type: none"> ● DML had sent out a request for interest in new Steering Committee, and got good response. Subsequent meeting held 9/10. A group of 7 people have volunteered. DML outlined leadership issues. Approval of the new group was sought. CV proposed, seconded JS, group approved. ● The new group had all completed their fit person statements. ● ACTION: Margaret to be cheque and online bank signatory, AW proposed, DE seconded, approved. ● ACTION: DML will be advising them about their periods of tenure (1-3 years) and their approval. ● ACTION: An inaugural Steering Group meeting to be held chaired by DML, and new Chair appointed. 	AW DML DML
15.	<p>PCC thank you to Barnaby's Volunteers – 20th October, 4pm – 6pm.</p> <ul style="list-style-type: none"> ● JC outlined food arrangements, JDS to arrange refreshments. 	JC & JDS
16.	<p>Christmas Cards</p> <ul style="list-style-type: none"> ● Penny Smith is organising delivery. Design discussed, "snowy church" picture agreed if needed. 	
	The meeting closed in prayer and reflection at 21.35	