

Minutes of PCC Meeting 19th June 2025, 7.30pm, in Barnaby's



Present: Dave Lee (DML), Andrew Wilkinson (AW), Jen Frampton (JF), Emma Sajo (ECS), John Sharpe (JDS), Jenny Sharpe (JES), Caroline Vost (CV), David Bakewell (DB)

Chair: Dave Lee

Minutes: Emma Sajo

Prayers: David Bakewell

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"> Wendy Horn, Doug Emmett, Emily Sandoval, Doug Emmett. 	Action
2.	<p>Approve Minutes of Meeting held on 22nd May 2025</p> <ul style="list-style-type: none"> The Minutes were approved, proposed by JS and seconded by CV and all were in favour. DML to sign the Minutes, ECS to arrange for the Minutes to be posted on the notice board and website. 	DML / ECS
3.	<p>Matters arising from the Minutes (Actions Log)</p> <ul style="list-style-type: none"> ECS ran through the Actions Log and updated it. ACTION: ECS to circulate updated log to the committee Item on heating to be added to future agenda. ACTION: ECS Anti-social behaviour item to future Standing Committee agenda – ACTION: ECS. 	ECS ECS ECS
4.	<p>Safeguarding Update</p> <ul style="list-style-type: none"> Safeguarding Action Plan (SAP) – the current plan of 13th June was approved by PCC. St Barnabas Safeguarding Policy Statement – CV explained the document had been amended with the removal of Revd Andy's name and also to reflect that we are now in vacancy. The updated document was adopted by the PCC. Parish Safeguarding Dashboard and Policy updates 	

	<ul style="list-style-type: none"> ○ St Barnabas Responding to Domestic Abuse – CV explained no additions or amendments had been made to this document. DML pointed out the ‘ministers’ email was not active and advised he would speak to Hazel and Nick Whitehead about using this email again. The policy was adopted by the PCC. ● Safeguarding Training – CV thanked all those who had completed their training. She encouraged those who still need to do their training, to complete it as soon as possible. ● Safer Recruitment: Appointment to the role of Swanmore Cygnets and Baby and Toddler Group Leader. CV updated on the appointment process. She has been working closely with Teresa Reynolds and Dot Holubinka, following the safer recruitment process. She advised she and Teresa have had several conversations with Dot Holubinka and asked the PCC to confirm if a formal interview was needed. The PCC confirmed, given Dot’s experience, as formal interview was not needed and the PCC were happy to approve the appointment, which is now subject to DBS checks and references. CV explained Teresa would stay on as a volunteer and could step in as leader if Dot was not available. ● Safeguarding and the wider picture: CV explained that she and the pastoral visitors had been involved in a survey, as part of the diocese safeguarding audit. CV advised she would be able to update the PCC in September, when the audit findings would be published. 	
5.	<p>Standing Committee Report</p> <ul style="list-style-type: none"> ● The Standing Committee approved the cost uplift of the remaining work on the Paterson Centre windows. ● The Standing Committee approved to fund the vicarage water bills whilst Revd Andy is searching for a new property. 	

6.	<p>Barn Church</p> <ul style="list-style-type: none"> • DML updated that he, AW, CV and HD, had recently met with Revd Emma Anderson, Richard Green Wilkinson (finance and safeguarding role) and Robin Anderson (operations). The meeting had been to discuss working with St Barnabas PCC, policies, safeguarding and finance. DML reported the meeting had been very positive. • The Barn Church Steering Group will be made up of 2 members from St Barnabas PCC (to be confirmed) and 6 people from the Barn Church team. • ACTION: DML to put together a draft Tor for Barn Church. • AW confirmed that Richard Green Wilkinson would still be able to act as our Independent Auditor, now that he is involved in Barn Church. • Barn Church first service will be on 21st September in the Guide Hut in Soberton. • The Barn Church team were encouraged to do a risk register. 	DML
7.	<p>180th Anniversary Service Celebrations</p> <ul style="list-style-type: none"> • The 180th Anniversary is to be celebrated at the Songs of Praise service on Sunday 3rd Aug. There will be a cake and a drinks reception after the service. • A 'gift event' will take place at the Harvest Service. Discussion took place of the projects that need funding such as the East Lychgate, the heating system, the sound and lighting system and general building maintenance. • An advertisement will be place in the Link Magazine for Aug/Sept edition (deadline 9 July). 	
8.	<p>Finance Update</p> <ul style="list-style-type: none"> • AW reported that donations had been received for Barn Church. No other updates. 	
9.	<p>Churchwardens Update</p> <ul style="list-style-type: none"> • DML reported the Archdeacon's Visitation would take place on Thursday 26th June in Liss. At this point, HD formally becomes Churchwarden, and JC comes to the end of her time in the role. DML extended the PCC's thanks to JC and wished her a happy retirement from PCC! • DML updated the committee on a meeting that had taken place on 17th June regarding the vacancy. He confirmed the new appointment would be for 3 years, with the option to extend for a further 3 years or convert to a permanent post, both subject to PCC approval. The vacancy would be advertised in the 	

	<p>Church Times and this cost would be shared between the parishes. The cost to St Barnabas would be £233. This cost was approved by the PCC.</p> <ul style="list-style-type: none"> • DML reported the Parish profile needed to be returned to the Archdeacon by 1st July. • It was agreed that the Swanmore Parish Representatives for the selection process would be DML and HD. This was proposed by CV and seconded by AG. All were in favour. 	
10.	<p>How to make services universally accessible.</p> <ul style="list-style-type: none"> • This item was discussed further by the PCC (a short discussion had also taken place at the May meeting). • Large print pew leaflets, large print booklets and hearing loop is offered. • The PCC discussed other suggestions of how to make the services more accessible including livestreaming services, advertising the children’s corner to welcome more families with young children and looking at services times. • It was recognised that the gravel path to the entrance of the church might be difficult for some although there is a ramp by the Barnaby’s entrance. • AW suggested looking at why those who might come to church don’t and to ask the congregation what changes could be made? • The PCC discussed the lower number of families and children attending. 	
11.	<p>Foundation Governor Appointment</p> <ul style="list-style-type: none"> • There is currently a vacancy for a Foundation Governor at Swanmore Primary School: the PCC needs to recommend a governor to the school. • DB has expressed an interested in taking on this role. He outlined his prior experience in being a school governor in a previous parish. He now has the time available to devote to becoming a governor again and is keen to do so. • It was agreed to recommend David’s nomination to the school governing board. Proposed by JF and seconded by JC. All were in favour. 	
12.	<p>Receipt of Written Reports</p> <ul style="list-style-type: none"> • The written reports were received by the meeting. There were no questions. 	

	The meeting closed in prayer and reflection at 21:47	
	<ul style="list-style-type: none">• The next PCC meeting is 17th July at 7.30pm, in Barnaby's	