

Minutes of PCC Meeting 16th October 2025, 7.30pm, in Barnaby's



Present: Dave Lee (DML), Andrew Wilkinson (AW), Jen Frampton (JF), Emma Sajo (ECS), Caroline Vost (CV), David Bakewell (DB) Wendy Horn (WH), Helen Dyer (HD), Allison Gurry (AG), John Sharpe (JDS), Jenny Sharpe (JES), Emily Sandoval (ES)

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: Doug Emmett</p>	Action
2.	<p>Approve Minutes of Meeting held on 18th September 2025</p> <ul style="list-style-type: none"> The Minutes of the September PCC meeting were approved, proposed by JF and seconded by AW. ECS gave DML a printed copy to sign and post on the notice board. ACTION: ECS to ask HD to post approved Minutes on the 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 the document. 	
4.	<p>Standing Committee Report</p> <ul style="list-style-type: none"> The following items were discussed at SC – The Link Magazine, Foundation Governor Role and Barnaby's Steering Group Membership – to be covered in separate agenda items. 	
5.	<p>Churchwardens Update</p> <ul style="list-style-type: none"> Heating in the Church. DML reported that new thermostats had been installed for all three boilers (Barnaby's, Paterson Centre and Church) due to obsolescence of the old ones (insufficient Internet security). Two of the three have installed fine but the church system can't connect to the very weak Wi-Fi. ACTION: DML to sort. There was a discussion as to how much manual override to allow hall users: DML explained that unlike the last units, the maximum temperature cannot be restricted and so currently the room thermostat has been set so it cannot be modified in-room, only by remote programming. ACTION: 	DML ALL

	<p>PCC members to review how this is working and discuss again at the November meeting (ECS to add to the November agenda)</p> <ul style="list-style-type: none"> Incumbent – the closing date for applications is 17th October. DML and HD will be on the shortlisting panel which will take place at the end of October and interviews early November. 	
6.	<p>Safeguarding Update</p> <ul style="list-style-type: none"> Safeguarding Action Plan (SAP) 8th October. CV reported this was mostly in the green and looking good. She proposed the PCC adopt this Plan and agree to regularly review it. This was agreed by all. St Barnabas Safeguarding GDPR Policy. ACTION: CV to update the Policy and send to Gail to add to the information hub on the website. The Link Volunteers – CV updated that she is working with HD and AG to implement a safer recruitment process for the Link Magazine volunteers. Safeguarding Training – CV updated the safeguarding training for all volunteers is currently being reviewed. Diocese Safeguarding Audit Outcome: CV reported that the diocese had done very well in the recent independent audit, which praised Bishop Jonathan. The full report is on the Diocese website. 	CV
7.	<p>Missions Giving</p> <ul style="list-style-type: none"> WH updated the committee on the recent Missions Giving meeting involving herself, Cathy Bakewell and Sam Lee and presented the 9 charities they had looked at, as possible charities to support for the next three years. They included: <ul style="list-style-type: none"> Local - Home Start Hampshire and Solent Youth Action (a Hampshire based youth charity supporting vulnerable young people 10 – 25yrs and their families around Southampton) National – Prison Fellowship (supporting prisoners, providing victim awareness courses, supporting family contact). And Birth Companions (supporting pregnant women and mothers, who suffer from severe social and mental inequalities). International – St George foundation and Mercy Ships (a floating hospital and supports improvement of healthcare systems) There was some discussion as to whether the St George Foundation should be chosen again, or whether a new charity should be put forward. It was suggested that all the existing charities that are currently supported are put forward along with a new charity in each category, and the congregation can decide whether to continue with the current or chose a new one. ACTION: WH to take this back to Missions Giving committee and report back at the November meeting. 	WH

	<ul style="list-style-type: none"> The PCC thanked Wendy and the Missions Giving Team for all their work. 	
8.	<p>Finance</p> <ul style="list-style-type: none"> AW had circulated a report and spreadsheet in advance of meeting. He highlighted that unplanned giving was a little below budget and the Paterson Centre lettings were also down this year, but expenditure was in line with budget. Barn Church income is also very healthy. AW reported that the bank are now imposing charges to the General Fund and Barnaby's Account. Magazine advertising revenue is starting to come in which is helping cash flow, however, AW explained that as the Barnaby's refurbishment was paid from the General Fund, money from the deposit account needs to be transferred to the General Fund. AW proposed the following resolution, which was seconded by WH and all were in favour: <p style="text-align: center;"><i>The PCC resolves to withdraw £10,000 from CCLA deposit account CB3013122 into the General Fund account 00135767 to meet anticipated expenditure over the next 6-12 months.</i></p> AW reported as general costs have increased, Parish Share is likely to increase by 3% (with a 5% cap on increases). He reported the overall collection in the Diocese is running at approximately 88%. 	
9.	<p>Link Magazine</p> <ul style="list-style-type: none"> HD updated she had sent a draft Magazine Terms of Reference to the new members. It was agreed it was a helpful document for those joining the team. The Chair proposed the committee approve the draft ToR and this was agreed by all. ACTION: HD to send final version to ECS to add to SharePoint. Approve Magazine Team Members – the following members were approved by the committee subject to satisfactory references: Fiona Chan, Vicki Horn, Michael White, Dennis Wheeler, Caroline Clapperton, Georgina Willis. ES proposed and JDS seconded. All were in favour. A vote of thanks was given to Helen Dyer for all her work. ACTION: DML to send Helen the letter of confirmation of appointment. CV reported two references had already been received from the new members. ACTION: DML to speak to Marcus regarding the Editor Email. ACTION: HD to investigate the Link Magazine distribution list. 	<p>HD</p> <p>DML</p> <p>DML HD</p>

10.	180th Appeal <ul style="list-style-type: none"> • HD reported the Lunch following the Harvest service and presentation had gone very well. She updated the Cygnets have already completed their boxes. AW reported money had been received via the QRL link. 	
11.	Foundation Governor <ul style="list-style-type: none"> • DML updated we need two foundation governors. • ACTION: DML to add to the pew leaflet. • ACTION: DML to speak to Emma Andersen 	DML DML
12.	Receipt of Written Reports <ul style="list-style-type: none"> • Reports were received from the Pastoral Team, Ministry Team, Communications Team, Social and Fundraising Committee. No questions were raised. 	
	Barnaby's Steering Group Membership Renewal <ul style="list-style-type: none"> • DML updated it has been year since the new committee were appointed. He reported Rosie Easton is now at the end of her 1-year term and asked the PCC to approve her appointment renewal. JDS proposed and WH seconded. All were in favour. • ACTION: ECS to set up spreadsheet of committee renewals (for Barnaby's, link and Barn Church). 	ECS
	AOB <ul style="list-style-type: none"> • JDS reported the tyres on the wheelchair in the link have disintegrated. It was agreed new tyres should be brought as the wheelchair is used. ACTION: JDS to get new tyres. • A Christmas tree for the Church – it was discussed it might be possible to take on the primary school Christmas tree. ACTION: AW to investigate. 	JDS AW
	The meeting closed in prayer and reflection at 9.13pm	
	<ul style="list-style-type: none"> • The next PCC meeting is 20th November at 7.30pm, in Barnaby's 	