

## Minutes of PCC Meeting 20<sup>th</sup> November 2025, 7.30pm, in Barnaby's



**Present:** Helen Dyer (HD), Emma Sajo (ECS), David Bakewell (DB) Wendy Horn (WH), John Sharpe (JDS), Doug Emmett (DE)

**Chair:** Helen Dyer

**Minutes:** Emma Sajo

**Prayers:** Wendy Horn

	Item	Action
1.	<p><b>Welcome</b></p> <ul style="list-style-type: none"> <li>• HD welcomed the Committee</li> </ul> <p><b>Apologies received from:</b></p> <ul style="list-style-type: none"> <li>• Dave Lee, Allison Gurry, Jen Frampton, Jenny Sharpe, Caroline Vost, Emily Sandoval, Andrew Wilkinson</li> </ul>	
2.	<p><b>Approve Minutes of Meeting held on 16<sup>th</sup> October 2025</b></p> <ul style="list-style-type: none"> <li>• The Minutes of the October PCC meeting were approved, proposed by DB and seconded by JDS. HD signed the Minutes and will post on the noticeboard.</li> </ul> <p><b>ACTION:</b> ECS to send HD a copy of the approved Minutes to post on the website.</p>	HD/ ECS
3.	<p><b>Matters arising from the Minutes (Actions Log)</b></p> <ul style="list-style-type: none"> <li>• ECS ran through the Actions Log and updated the document.</li> <li>• The action for DE to arrange a fire drill was discussed. DE highlighted that no fire announcement had been made at Remembrance Service. <b>ACTION:</b> HD and DE to put together a duty warden actions list for large event services e. Remembrance, Crib Service.</li> </ul>	HD/ DE
4.	<p><b>Standing Committee Report</b></p> <ul style="list-style-type: none"> <li>• <b>Magazine and Christmas Card delivery.</b> HD updated that 1650 cards will be printed and the cards and magazine will be delivered together.</li> <li>• <b>Anti-social behaviour strategy.</b> It was agreed that for Midnight Mass, that there would be people standing at the glass doors to welcome those coming in and to welcome late arrivals. It was agreed no drinks should be allowed in the Church. Those bringing in drinks would be asked to leave them in the</li> </ul>	

	<p>Link. Those arriving once the service has started would be reminded that a church service is in progress. Once the service has started the glass doors would be closed. Consideration would be given to who would be on Churchwarden, welcoming duty that evening.</p> <ul style="list-style-type: none"> <li>• <b>New Link Magazine Committee</b> - HD reported the new committee was going very well. A Whatsapp group has been set up for easy communication among committee members. Currently meetings are held monthly. The committee are now using the same programme as 21six which will help and will reduce workload for 21six. HD has suggested getting a new banner advertising the magazine, as the current one is wearing out. <b>ACTION:</b> HD to investigate costs for a new banner. HD reminded the committee that Penny will soon be stepping down from her role as magazine Editor after 5 years. <b>ACTION:</b> HD to arrange a thank you gift for Penny.</li> <li>• <b>180<sup>th</sup> Anniversary Fundraising.</b> HD reported donations are coming in steadily. She explained the Parish Council has a fund and Nick Whitehad is currently putting together a proposal to the Council to request some of these funds for the church repairs. HD reported that a letter had been sent to some Open Gardens contacts who are not in the congregation, to see if they would like to sponsor some of the restoration works or offer a donation.</li> </ul>	<p>HD HD</p>
<p>5.</p>	<p><b>Churchwardens Update</b></p> <ul style="list-style-type: none"> <li>• HD has put a note out for more duty wardens for Christmas services.</li> </ul>	
<p>6.</p>	<p><b>Safeguarding Update</b></p> <ul style="list-style-type: none"> <li>• <b>Safeguarding Action Plan (SAP).</b> The SAP dated 5<sup>th</sup> November 2025 had been circulated to the committee in advance of the meeting. HD proposed the committee approve this SAP, this was seconded by DB and all were in favour.</li> <li>• <b>Volunteer &amp; Paid Staff Safer Recruitment Policy.</b> CV explained in her update that due to the complexities of merging a Volunteer and Paid Staff Safer Recruitment Policy it was helpful and clearer to keep them as two separate documents. The draft Paid Staff Safer Recruitment Policy which had been circulated in advance of the meeting, was approved by the Committee.</li> </ul>	
<p>7.</p>	<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>• No reports received.</li> </ul>	

8.	<p><b>Mission Giving Update</b></p> <ul style="list-style-type: none"> <li>• WH explained she has spoken to the Missions Giving team and put forward the suggestion that the existing charities currently supported are put forward along with a new charity in each category. This was agreed by the committee, but with a maximum of 6 years for each charity.</li> <li>• The new charities to be put forward alongside the existing charities are: <ul style="list-style-type: none"> <li>• Local – Home Start Wickham</li> <li>• National - Prison Fellowship</li> <li>• International – Mercy Ships</li> </ul> </li> <li>• WH was keen that the congregation are given enough information about what the charities do and also time to consider their decision and vote.</li> </ul> <p><b>ACTION:</b> WH to speak to NW and HW about presenting at Café Church in January.</p>	
9.	<p><b>Receipt of Written Reports</b></p> <ul style="list-style-type: none"> <li>• <b>Communications Update</b> – HD reported a new folder has been created on the St Barnabas website in the Information Hub, for safeguarding documents.</li> <li>• <b>Social and Fundraising</b> – JDS reported 10<sup>th</sup> May is now fixed for Open Garden in Upper Swanmore. JDS explained he is looking into running Open Gardens on 9<sup>th</sup> also, for gardens in Swanmore. The question as to whether it will run for a second weekend is still being considered.</li> <li>• <b>Property</b> – No further updates. NW noted that the Property Team are still waiting for DAC response to the two faculty applications</li> <li>• <b>Barn Church</b> – Christmas dates are now confirmed. A family fun service is to be held on 11<sup>th</sup> December at 5pm with location TBC and EA has asked whether this can be held in St Barnabas Church. No objections from the committee but more information needed. <b>ACTION:</b> HD to follow up with EA.</li> </ul>	
	<p><b>Heating</b></p> <ul style="list-style-type: none"> <li>• Both Pat Centre and Church systems now fully operational. After teething issues getting used to the new controller, heating is working for users. The suggested plans is that HD, AW and JDS will have access to the controller app, as well as DML.</li> <li>• DML recommends the in-room thermostats remain locked out so that casual users can't push the temperatures right up. The committee suggested that a 30 min override should be allowed for PC.</li> </ul>	

	<b>ACTION:</b> HD to speak to DML – to suggest allowance of 30minute override for the Paterson Centre.	
	<b>Vacancy</b> <ul style="list-style-type: none"> <li>• HD reported the Parish Day had gone very well and both Candidates came with strong CVS.</li> <li>• The successful candidate will be announced at Café Church this Sunday 16<sup>th</sup> November.</li> </ul>	
	The meeting closed in prayer and reflection at 9pm	
	<ul style="list-style-type: none"> <li>• The next PCC meeting is 29 January 2026 at 7.30pm, in Barnaby's</li> </ul>	