

**MINUTES OF ST GEORGE'S PCC MEETING HELD  
ON WEDNESDAY 11<sup>TH</sup> NOVEMBER 2020 AT 7.30pm VIA ZOOM**

**Present:** Fr Colin Lawlor (Chair), Chris Gadd (Churchwarden), Rosy Stone (Churchwarden), Candy Williams (Deanery Synod), Tony Rice-Oxley (Deanery Synod), Ian Gibson, Anne Morgan, Mo Peters, Patricia Byrne, Sue Hodgens, Lynne McNeill, Ceri Ward, Lynn Winter, Sara Pask (Treasurer), Jane Cook (Secretary)  
Co-opted: Andy Jackson

		<b><u>ACTION</u></b>
1.	<p><b>Opening Prayer</b> Fr Colin opened the meeting with the Leading Your Church into Growth prayer.</p>	
2.	<p><b>Apologies for absence:</b> Marian Haughton, John Hood (Outgoing Churchwarden) who does not wish to carry on on the PCC or F&amp;F but happy to still do maintenance work around church and hall.</p>	
	<p><b>Welcome to new members</b> Fr Colin thanked everyone for coming and welcomed both old and new members. He explained that he will be chairing tonight's meeting and he and Chris will take it in turns to chair future meetings. Fr Colin welcomed Rosy Stone who was elected as Churchwarden and will be sworn in along with Chris Gadd by the Bishop at the end of next week [<i>Post meeting note: this will take place on Tuesday 17<sup>th</sup> November</i>]. Rosy replaces John Hood who had come to the end of his 4 years which because of Covid actually turned into 4.5 years and I am very grateful to him for carrying on. Fr Colin explained that we needed 5 new members to join the PCC at the APCM and we had 5 applications, all of whom were duly elected. They were:</p> <ul style="list-style-type: none"> <li>• Patricia Byrne – proposed by Chris Gadd and seconded by June Chapman.</li> <li>• Susan Hodgens – proposed by Lynne McNeill and seconded by Jane Cook.</li> <li>• Lynne McNeill – proposed by Jane Cook and seconded by Linda Wainwright.</li> <li>• Lynn Winter – proposed by Mabel Maginn and seconded by Patricia Byrne.</li> <li>• Ceri Ward – proposed by Patricia Byrne and seconded by Susan Hodgens</li> </ul> <p>Candy Williams was re-elected as Deanery Synod rep and Tony Rice-Oxley was elected as Deanery Synod rep to take over from Barbie Lloyd. Welcome to them all and thank you.</p> <p><b>Ballot for new PCC members</b> We need to elect one of the new members for 1 year to replace Lisa Toft who has resigned from the PCC and one for 2 years to replace Sara Pask who has taken over as Treasurer. 2 of the new members offered – Sue Hodgens will be on PCC for 1 year (until APCM April 2021) and Patricia Byrne for 2 years (until APCM April 2022). They can stand straight away again if they wish.</p>	

		<b><u>ACTION</u></b>
	<p><b>Co-option of members (if necessary)</b>            Andy Jackson who attends the 8am service but is not yet on the Electoral Roll has agreed to be co-opted to the PCC. Andy trained as a PE teacher and now teaches Maths and is an Assistant Head at Bishop Luffa. This was proposed by Chris Gadd, seconded by Ian Gibson and agreed unanimously. Jane to advise Sonja.</p>	JC
3.	<p><b>Minutes of last PCC meeting on 24<sup>th</sup> September</b>            The minutes were signed as a true and accurate record.</p>	
4.	<p><b>Matters Arising</b></p>	
	<ul style="list-style-type: none"> <li>• <u>Page 2, Item 4c)</u> – Mo asked Sara why the Book Stall is costing £270. Sara said this is the money paid out for the Bible Reading Fellowship booklets which are handed out and then paid for by subscriptions.</li> </ul>	
	<ul style="list-style-type: none"> <li>• <u>Page 4, Item 5c)</u> – Lynn said she did not remember having a conversation with Fr Colin regarding doing a Zoom Bible story for the Sunday School. She did have a conversation with Chris and said she thought it was a good idea but when she got in touch with the other Sunday School leaders did not have a response and Sonja was rather wary about it with her Safeguarding hat on. Lynn feels we ought to be offering something for the children. Fr Colin raised this subsequently with Richard Spurgeon whose idea it was and Richard felt there was not much Sunday School support. Fr Colin will explore this further.</li> </ul>	CL
	<ul style="list-style-type: none"> <li>• <u>Page 4, Item 5c)</u> – Rod Starr is retiring at the end of this year as Director of Music and Organist. Fr Colin said we have advertised for a Director of Music and Organist and have had 3 applications who on paper are all very highly qualified. We are hoping to interview them the week beginning the 7<sup>th</sup> December dependent on Covid restrictions at that time. We are pretty confident that we will be able to make an appointment.</li> </ul>	
5.	<p><b>Elections and Nominations:</b></p>	
	<p>a) <b>Secretary</b> – Jane Cook agreed to carry on as Secretary. This was proposed by Anne Morgan, seconded by Sue Hodgens and agreed unanimously. Both Fr Colin and Rosy thanked Jane for all she does as Secretary.</p>	
	<p>b) <b>Treasurer</b> – Sara Pask has taken over from Dawn Trimby as Treasurer. This was proposed by Jane Cook, seconded by Lynne McNeill and agreed unanimously. Fr Colin thanked her for the work she does.</p>	
	<p>c) <b>Chairman of PCC</b> – As Incumbent Fr Colin is chair of PCC and he and Chris Gadd will share the chairing of PCC meetings.  <b>Vice Chairman of PCC</b> – Chris Gadd has said he is willing to carry on. This was proposed by Rosy Stone, seconded by Tony Rice-Oxley and agreed unanimously.</p>	
	<p>d) <b>Standing Committee Membership</b> – at the moment this is the Incumbent, 2 Churchwardens, Secretary and Treasurer. This committee only meets in an emergency and can spend up to £1000. This was proposed by Ian Gibson, seconded by Candy Williams and agreed unanimously.</p>	
	<p>e) <b>Electoral Roll Officer</b> – Tony Rice-Oxley has agreed to carry on as Electoral Roll Officer. This was proposed by Sara Pask, seconded by Anne Morgan and agreed unanimously.</p>	

		<b><u>ACTION</u></b>
f)	<p><b>Safeguarding Officer</b> (Youth Coordinator/Child Protection Officer/Vulnerable Persons Coordinator) – Sonja Barrand has confirmed that she is happy to carry on in this role. Proposed by Mo Peters, seconded by Rosy Stone and agreed unanimously.</p> <p><b>Deputy Safeguarding Officer</b> – Sandra Hewett had this role but her time on PCC has come to an end. Sonja has confirmed that a deputy Safeguarding lead would be good, but wouldn't be completely essential right now, because the church community is meeting so little. If someone is willing to step in as a deputy, Sonja said it would mainly be to ensure there is a second person that members of the congregation can approach, in her absence. If one of the new PCC members is willing to take on this role this could carry on until 2023. Lynn Winter agreed to take this on and Jane will let Sonja know so that she can get in touch with Lynn. This was proposed by Rosy Stone, seconded by Ceri Ward and agreed unanimously.</p>	JC
g)	<p><b>Training Liaison Officer</b> – Candy Williams. Candy agreed to remain as Training Liaison Officer. Proposed by Ian Gibson, seconded by Lynne McNeill and agreed unanimously.</p>	
h)	<p><b>Disability Awareness Officer</b> – This was Barbie Lloyd so we need someone to take this on. It was agreed that this might be something that Marian Haughton would be well suited for and Jane will ask her and take it back to the next meeting.</p>	JC
i)	<p><b>Honorary Recorder/Parish Giving Scheme</b> – David Cavey wishes to stand down from this role but has agreed to carry on during this Covid time and make the next gift aid claim for the last quarter which is due. This was discussed with the Churchwardens some time ago and Alex, the Parish Administrator has agreed to take over the role of claiming Gift Aid as part of her duties. Patricia Byrne has agreed to take over the Parish Giving Scheme. This leaves 2 areas that David did:</p> <ul style="list-style-type: none"> <li>- opening of the pink and green envelopes with Malcolm. Patricia Byrne agreed to take this on</li> <li>- writing Gift Aid letters in connection with things like the shop to enable us to claim gift aid. Fr Colin said as Alex, the Parish Administrator is already taking on the role of claiming gift aid it would make sense for her to do this as well.</li> </ul> <p>This was proposed by Chris Gadd, seconded by Sue Hodgens and agreed unanimously.</p> <p>Mo asked if it is allowed for two households to open up envelopes at the present time. Fr Colin said there is not much money coming in at the moment to be counted.</p> <p>Tony said all monies should be counted by 2 people.</p>	CL
k)	<p><b>Data Protection Officer</b> – Dick Handy was the official registered <b>Data Protection Officer for the CCTV system</b> with the ICO (Information Commissioner's Office) and Dick has now left St George's.</p> <p><b>GDPR Coordinator for the church</b> – this was shared by Dick and Lesley Handy who have both left St George's.</p> <p>Fr Colin said it would make sense for the Churchwardens to take on these sensitive roles. Proposed by Sue Hodgens, seconded by Tony Rice-Oxley and agreed unanimously.</p>	CG/RS
6.	<p><b>Charities Account Treasurer</b> – Lynne McNeill has agreed to carry on as Charities Account Treasurer. There is a separate Charities account at Lloyds. Lynne sends the money to the chosen charity and keeps the noticeboard up to date. The charities are chosen each year by a small number of people from the PCC and most of the charities have been suggested by members of the congregation. This was proposed by</p>	

		Patricia Byrne, seconded by Lynn Winter and agreed unanimously.	<b><u>ACTION</u></b>
7.		<b>Formation of PCC Committees</b> PCC members were asked which Committee they would like to join.	
	a) <b>Fabric &amp; Finance &amp; Quinquennial</b> Andy Jackson Sara Pask Tony Rice-Oxley Ceri Ward  John Hood does not wish to carry on as Chair so Fr Colin will call the meeting and a new Chair will be agreed at the meeting. Fr Colin will ask David Cavey if he wishes still to be co-opted.	b) <b>Pastoral</b>  Anne Morgan (Chair) Patricia Byrne Marian Haughton Lynne McNeill Candy Williams Lynn Winter  Anne to check if Rosemary Monk and Richard Spurgeon wish to be co-opted again	c) <b>Hall</b>  Tony Rice-Oxley (Chair) Jane Cook Ian Gibson Sue Hodgens Ceri Ward  To be co-opted at first meeting: Malcolm Brewer Mary Chapman Fiona Ross
	d) <b>Mission &amp; Stewardship</b> Fr Colin (Chair) Fr Ray (ex officio) Patricia Byrne Anne Morgan Mo Peters Lynn Winter		
Churchwardens can attend any of the sub-committees. Co-opted members will be invited and agreed by the various Committees at their first meeting.			
8.		<b>Election of Sidespersons</b>	
		Fr Colin said we cannot do this until the church is properly open again. See how things stand at the next meeting. Patricia Byrne is happy to carry on organising the rota when things are back to normal.	CL
9.	a)	<b>Treasurer's Report</b>	
		Sara gave the following report: "I hope that you have all received copies of the financial overviews for September and October 2020. They show, only too well, how our finances are being stretched whilst we suffer the effects of the Coronavirus pandemic. Our outgoings remain largely the same but our income has been greatly reduced. We are constantly monitoring our spending and looking for ways in which to reduce our outgoings but realistically we have got our outgoings down to the bare minimum possible and only spending on absolute essentials.  I would like to thank the Social & Fundraising Committee for their donation of £1,000 to church funds. Plans are afoot to run, for the time being, fundraising activities that can be carried out "remotely". There will be a raffle on the run-up to Christmas, an invitation to the congregation to "Buy St George's a New-Years Gift" in January followed by a "Auction of Promises" in February 2021.  I can report that our Gift Day raised an amazing total of £3265 – thank you to all who contributed. During the first lockdown period a weekly	



		<b><u>ACTION</u></b>
10.	<p><b>Approval of Waterlooville Music Festival Programme and any other trips etc for insurance purposes</b></p> <p>These will be brought to a future meeting of the PCC for agreement once things are clearer on the way forward. Fr Colin said we need to have a meeting fairly soon and he will sort out a date with Tony.</p>	
11.	<p><b>Dates of Future Meetings:</b></p> <p>At the present time PCC meetings are called as and when needed and held via Zoom. Hopefully into 2021 we will be able to have normal meetings and Fr Colin is proposing that we have a PCC meeting every 2 months instead of each month. The PCC ratify the sub-committee minutes and the sub-committees tend to meet every other month. We will encourage sub-committees to meet one month and PCC the next month. We will still be above the number of meetings we are required to hold. Everyone was in agreement with this proposal.</p> <p>Please let Jane know if you have an item to raise at any of the meetings so she can put it as an item on the agenda.</p>	ALL
12.	<p><b>Date of APCM 2021</b></p> <p>The APCM will be held on <b>Sunday 25<sup>th</sup> April 2021</b> in Church following the 10am Eucharist.</p> <p>Ian said a huge thank you should go to Chris for organising for people at home to be involved via Zoom. He did a brilliant job so thank you for allowing us to take part.</p>	ALL
13.	<p><b>Correspondence / Any Other Business</b></p>	
	<ul style="list-style-type: none"> <li>Minutes of the <b>Social and Fundraising Committee</b> held on Tuesday 3<sup>rd</sup> November have already been circulated. Fr Colin said sadly a lot of things have had to be cancelled because of Covid restrictions. The Christmas Fayre is cancelled but we are holding a virtual raffle under Covid restrictions and all the details are in the Bulletin or on the website. Patricia said she tried to pay via Paypal which didn't work and Fr Colin said this will be looked into. The Tuesday Quiz has started up again as we go back into lockdown. The Auction of promises and the Christmas Gift for the Church will be looked at in the new year. The next meeting will take place via Zoom on 7<sup>th</sup> December.</li> </ul>	CL
	<ul style="list-style-type: none"> <li><b>Safeguarding Report</b></li> </ul> <p>Sonja's Safeguarding Report for this meeting has already been circulated to everyone. You will see that Sonja has been in touch with the new members who are aware of what training (if any) they are required to do. Jane to let Sonja know that Andy Jackson was co-opted at this meeting.</p>	JC
	<ul style="list-style-type: none"> <li><b>Parish and Deanery-wide Consultation in Havant Deanery</b></li> </ul> <p>Fr Colin shared an update from the Diocesan Synod meeting last Saturday – Live/Pray/Serve project which we thought about greatly when we did our Mission Action Plan. The Diocese are thinking about the structure of the Diocese and the Church of England is also thinking about structures. The Archbishop of York has been tasked with looking at the structures and proposing streamlines. This is the Diocese level – Live, Pray and Serve. We want to grow in depth, impact and number which is what we looked at when we did our MAP. We are called to be missionaries and make mission a priority in everything we do. There is a history of decline in our</p>	

		<b><u>ACTION</u></b>
	<p>finances and church attendance and many churches are struggling and this has been brought into sharper focus because of the Global Pandemic.</p> <p>Some things have already started but Fr Colin said he wanted to make PCC aware as they need our reply by 30<sup>th</sup> November. PCCs are being asked a number of questions:</p> <p style="text-align: center;"><b>Havant Deanery Planning Consultation Questions for PCCs</b></p> <p><b>A thriving parish and deanery</b></p> <ul style="list-style-type: none"> <li>• What does a thriving Parish look like? What might it look like in 2030?</li> <li>• What factors enable growth in depth, impact and number? What resources might you need to thrive?</li> <li>• How do we make disciples of those for whom ‘church’ as we know it is irrelevant or worse?</li> </ul> <p><b>Working collaboratively – thinking beyond parish boundaries</b></p> <ul style="list-style-type: none"> <li>• How could your parish collaborate with others? What might be achieved?</li> <li>• Which other Parishes could you work with?</li> </ul> <p><b>Creative use of our resources</b></p> <ul style="list-style-type: none"> <li>• What resources might you have that could be shared or given away to others?</li> <li>• How could Portsmouth Diocese – and Havant Deanery - manage with 20% (or 50%) less income?</li> </ul> <p>Fr Colin said he thinks they are talking about working collaboratively – team ministries/group ministries – 3 or 4 churches coming together as a team and working collaboratively. This can be fantastic but is always dependent on the people who are in them. Need to think about how our parish could collaborate with other parishes, what resources would we have to share or give away. How could Portsmouth Diocese and Havant Deanery manage with 20% less clergy?</p> <p>We have a very tight timescale until 30<sup>th</sup> November. The Deanery Strategy Group presents to the Diocese in February. Ceri said he would be interested in being part of the Strategy Group.</p> <p>Lynn asked if everyone could have copies of those questions and Fr Colin said yes certainly. Fr Colin is going to reflect on the work we did on the MAP where it relates to those questions. Please let Fr Colin have any thoughts.</p>	<p>CL</p> <p>JC</p>
	<ul style="list-style-type: none"> <li>• <b>Mo Peters</b> – with no Mission report during lockdown I am concerned about the number of longstanding members of the congregation who have contributed so very much and yet have left with no mention and no thanks for their efforts. I am not saying we need to know all the details, but it seems a very sad situation if valued members of our church family feel compelled to go elsewhere at a time when we are trying to ‘grow ‘ our Church.</li> </ul> <p>Fr Colin said there are a very small number of people from 2 families who have left. There was a misunderstanding that should not have happened and this led to 3 people saying they felt they had to leave. They were not asked to leave but I cannot go into more</p>	

		<p>details without breaking confidences. They were thanked for all they had done for St George's. This was a very difficult and uncomfortable time for them and for me but thank you for bringing it up.</p>	<b><u>ACTION</u></b>
		<ul style="list-style-type: none"> <li>• <b>Ceri Ward</b> – says he has 3 members of his family ready to be baptised. Fr Colin said a private baptism can only have 6 people at present. We could do it during a Sunday service when you could have more than 6. Ceri said he would rather wait until he can have all his family there. Leo's baptism has had to be cancelled as it was due to be held this month. Fr Colin said we have a wedding on 19<sup>th</sup> December but he has had to arrange a special licence for them as because of lockdown all the banns cannot be read.</li> </ul>	
13.		<b>Date of Next PCC Meeting</b>	
		<p>To be advised</p> <p>Please let Jane have apologies in advance of the meeting if you are unable to attend.</p> <p>There being no further business the meeting closed at 9.10pm.</p>	