

**MINUTES OF ST GEORGE'S PCC MEETING HELD ON
TUESDAY 22ND JULY 2025 AT 8.00PM IN CHURCH
FOLLOWING THE 7.30PM EUCHARIST**

Present: Sarah Canham (Churchwarden)(Chair), Richard Spurgeon (Churchwarden), Sonja Renfrew (Safeguarding Officer), Lynn Winter (Deputy Safeguarding Officer), Candy Williams (Deanery Synod), Elaine Shimbart (Deanery Synod), Lynne McNeill (Charities Account Treasurer), Anne Morgan, Sue Hodgens, Jackie Rossi, David Cavey, Sara Pask (Treasurer), Malcolm Brewer (Assistant Treasurer), Jane Cook (Secretary)

In attendance: Fr Charles

Thank you to Fr Charles who took the Eucharist service before the PCC meeting and stayed for the meeting.

			<u>ACTION</u>
1.		Apologies for absence: Marian Haughton (Anna Chaplain), Anne Morgan, David Cain	
2.		Minutes of last PCC meeting on 12th May	
		Page 5, Item 13 – Signatories on bank account – should read “seconded by David Cavey <u>not</u> Cain”. The minutes were then agreed as a true and accurate record. Proposed by Sue Hodgens, seconded Lynn Winter.	
3.		Matters Arising	
		Page 1, Item 4 – Noticeboard – this is now in place and has been blessed and is a lovely addition to the church. Thanks to Sara. <u>Page 1, Item 4 –Key for Fire Door at back of church</u> – Richard to get another key cut to go on hook with Chapel key in Sacristy. Ongoing. <u>Page 1, Item 4 – Health and Safety at back of church</u> – Jane spoke to Patricia about this – ongoing. <u>Page 1, Item 4 – Altar cloth</u> – a new altar cloth has now been provided and is being used. Dawn Hyett has offered to see if she can mend the one that got burnt. Jane to ask Wendy where it is. <u>Page 4, Item 9b)– Notice re liturgical gifts in Bulletin</u> – Sarah has arranged this. <u>Page 5, Item 13 – Banners via Sonja & Iain</u> – Mary would be interested in a new banner for the Thursday market. <u>Page 5, Item 13 – Signatories on bank account</u> – seconded by David Cavey, not Cain. <u>Page 6, Item 13 – Mural on Church windows</u> – Sarah has written to Mark Lewis.	RS PB JC SR
4.		Safeguarding Report	
		Sonja said that annually she has to advise the PCC of the Safeguarding Policy Statement and she read out the Policy Statement which has to be approved by the PCC and then signed by the Incumbent and the Churchwardens. In Fr Colin’s absence Malcolm said he is happy to ask Area Dean Emma to sign it. Jane has already circulated the full Policy Document for people to look at. Sonja said that the PCC need to be the voice of St George’s and make sure training is all up-to-date. Sonja said that if anything urgent happens she is happy for people to ring her at anytime but if a life is in danger contact 999 directly. If Lynn is happy Sonja will tweak the Policy Statement to add her name as her Deputy before it is signed. Lynn was in agreement. As a PCC we need to formally accept it. This was agreed unanimously.	SR

			<u>ACTION</u>
		Committees and Reports <u>ONLY</u> to approve any proposals	
5.	a)	Charity Treasurer's Report	
		Lynne reported the following: May - Christian Aid - £179.53 June - Headway - £96.81	
	b)	Treasurer's Report	
		<p>Sara gave the following report:</p> <p>"I hope that you have all received the Financial Overview details for June 2025.</p> <p>We are within budget for our congregation's regular giving, however, this figure is not covering our financial obligations and the Finance & Fabric committee are exploring ways in which we can try to increase the giving and reduce outgoings where possible.</p> <p>Up until June we had received £3900 in Gift Aid and there will be two further payments of £400 and £1025 from HMRC in respect of Quarter 4 2024 and Quarter 1 2025 which will show in the July figures together with the usual monthly Gift Aid payment from the Parish Giving Scheme. Loose plate collection totals are well within budget.</p> <p>Fundraising is showing as under budget but there are the funds raised from the Summer Fete still to be added to this.</p> <p>We have made total payments of £10,000 against our Parish Giving commitment of £50,000. Utility payments are under budget at approximately £3,600 so far this year.</p> <p>The PCC have had to assist the Church Hall with the costs of the new fire door and kitchen roof. The total cost of these two items came to £13,400 - £4,400 was received from the Diocese, £1,270 was received in donations from members of the congregation, £4,700 came from the Film Club and the remainder of £3,000 was paid from the PCC.</p> <p>Any questions/comments?"</p> <p>Malcolm said this cost has reduced a little bit in July as he is still receiving donations from members of the congregation towards the hall roof.</p> <p>Sonja said that as HAT use the Hall a lot they are able to request grants and would be happy to try for a grant if there is anything in the Hall we can think of. As HAT use the stage most perhaps they would be able to suggest anything that is needed, also in the Committee Room and toilets.</p> <p><u>Legacies</u> – Richard said we need a Legacy Policy and encourage people to use a percentage of their residual estate. Richard read out some paragraphs from the Church of England Church Legacy leaflet which could be included in a Legacy Policy:</p> <p><i>"We welcome all gifts in wills, however large or small, and we promise to use your gift to make a difference in our parish. Our PCC legacy policy is to use gifts to help fund significant development projects, whether buildings, equipment, mission or staff. Since needs change over the years, we encourage you to leave a gift in your will for the general purposes of the parish rather than for a restricted purpose.</i></p> <p><i>We will discuss possible uses of your gift with your executors when the time comes, bearing in mind your know areas of interest in the church (eg music, buildings, children and youth, overseas mission or aid) and the church's priorities at the time.</i></p> <p><i>You can be confident that your gift will be used to make a real difference to our future mission and ministry".</i></p>	

		Richard asked members of the PCC to give this some thought so we are able to agree on a PCC Legacy Policy at the next PCC meeting. Advise the congregation on the date for Free Wills week if they do not already have a Will.	<u>ACTION</u> Agenda 6/10
	c)	<p>Fabric, Finance and Quinquennial Committee Report</p> <p>Minutes from 5th June and 10th July meetings have already been circulated.</p> <p>David said that last year a number of groups in the church came up with fundraising ideas and implemented them and it would be good if this could be repeated. Also think of ways in which we could reduce the running costs of the church. Sara said our biggest outgoings apart from the Parish Share are the Administrator and Director of Music and there is nothing we can really do about either of these.</p> <p><u>Office Computer</u> – this needs replacing urgently as it is wasting a huge amount of the Administrator's time. Malcolm said it takes 45-50 minutes for the computer to load. If this continues to create a problem with the waiting time this will cost the church somewhere in the region of £800 pa of wasted time waiting for it to load up. Dawn Trimby is finding out the name of the company that schools buy refurbished computers from. Richard suggests a laptop with standalone keyboard and large screen which he thinks will cost around £650. Malcolm to look into the Parish Buying Scheme and Richard will contact Ben Summerfield, Diocesan IT Director for advice. Sarah will put an item in the Bulletin asking if anyone in the congregation would like to donate towards it.</p>	<p>All</p> <p>RS MB SC</p>
		<p><u>Update on Heating</u> – Jane read out a report from David: "Further to the last report on the heating I've now got the electric suppliers to visit to look to change the meter to a three phase on and that will happen at the start of August. However, as they haven't actually looked at it or the incoming supply yet I suspect they will not change the meter at this visit and further investigations will be necessary. I might be pleasantly surprised...."</p>	
6.	a)	Pastoral and Mission and Stewardship Committee	
		<p>Minutes of meeting held on 14th May have already been circulated. Patricia Byrne has stepped down and no-one volunteered to become chair so Sarah Canham will chair for the time being and will call a meeting soon but does not want to take on any extra work.</p> <p>Discussion took place on whether Mission and Stewardship should come under Pastoral and it was agreed that Mission should come under Pastoral and Stewardship should come under Finance and Fabric in future.</p>	
	b)	Church Hall Committee	
		<p>Minutes of the meeting held on 16th July have already been circulated. The roof and the fire door have already been discussed.</p>	
	c)	Families Ministry and Young People's Ministry	
		<p>Report from Sunday School (Lynn Winter)</p> <p>There isn't anything new to report, we carry on as best we can each week with the children present. Sunday will mark the last official Sunday School this term. We will continue to offer colouring / simple crafts throughout the summer in the hall to help the parents / carers.</p> <p>Report from Carer and Toddler Group (Amber Gadd)</p> <p>I am pleased to share an update on St George's Carer and Toddler Playgroup, which is thriving in the welcoming space of our Church Hall. The past few months have been full of growth, joy, and connection as we've welcomed many new families to the continuously growing group.</p>	

		<p>Each week, the sessions have been full of sensory play, messy activities, music, stories and creative crafts, offering the children a stimulating and nurturing environment to explore the world around them. Using a tuff tray to create different messy play activities has been highly popular with our children and is often the best part of the morning! From safari themes using different textures, role play using pasta and utensils, slime, shaving foam and all sorts of fun filled messy play!</p> <p>These activities encourage children to get involved and progress their development. These activities link to the Early Years Foundation Stage, promoting children to learn and develop through play. Each activity is carefully planned in order to provide interest for the children and to progress the Characteristics of Effective Learning - Playing and Exploring, Active Learning and Creative and Thinking Critically. I have been very pleased to see our numbers steadily increase. This growth has been fueled by positive word-of-mouth within the community and the continued success of our social media pages, which help promote the group.</p> <p>Our last session for this summer term is on Tuesday 22nd July where we will enjoy a celebratory morning to recognise the children leaving to start school in September. We will enjoy a Teddy Bears Picnic, games, music, parachute games, bubbles, messy play, hook a duck game, and all of our children will be given certificates to commemorate their time they've had at St George's Toddler Playgroup.</p> <p>Dragons – Chris Gadd said there was nothing to report on Dragons. Discussion took place by the PCC as to whether the Away Day will happen this August – Malcolm said they have the money. Richard said that Chris has taken on more work so is not able to do so much and with Andrea leaving they are short of helpers. Richard will speak to Chris about this and also ask about the accounts which need to come under the PCC. If Dragons need extra helpers the PCC need to know about this.</p> <p>Sonja said she would be happy to help with the Dragons if needed.</p>	<u>ACTION</u>
	d)	Social and Fundraising Committee	RS
		Minutes of the meetings held on 21 st May and 18 th June have already been circulated.	
	e)	Eco Church Group Committee	
		Not met	
	f)	Deanery Synod	
		Minutes of the meeting held on 10 th June have already been circulated.	
7.		Correspondence / AOB	
	a)	<p><u>Proposed Parish Outing to Glastonbury (Jane)</u></p> <p>Jane said the price of coaches and minibuses with a driver are working out really expensive. The cheapest quote she has had would work out at around £40 per head. Sarah Brewer can get us cheaper minibuses to hire through her work but we would still need a driver. Candy said she would ask her son-in-law Chris if he would be prepared to drive it and let Jane know. It was also suggested that Hampshire County Council have a Community Transport Minibus (see their website) but again we would need a driver.</p>	CW
	b)	<p><u>Summer Fete – outcome (Malcolm.Sara)</u></p> <p>Malcolm said that the total for the Summer Fete should be in the region of £1,750. Discussion needs to take place as to whether we try and change the Fete in some way to attract more people, Sara suggested fairground type attractions and Sarah wondered about an old fashioned</p>	

		Fete. This will be discussed further at the S&F meetings.	<u>ACTION</u> S&F
	c)	<u>Filter Coffee Machine (Sarah)</u> Sarah asked as money is so tight do we still spend money on buying coffee for the filter coffee machine. Sara said we do cover costs of all the tea and coffee with the voluntary donations but it was agreed that 50p is too cheap and we should in future suggest a donation of £1 a cup. Richard said we should buy biscuits and if the children want more than one it is really not an issue. It was suggested making smaller amounts of filter coffee as there is always a lot left over and once it has gone people will have to have the jar of coffee.	
	d)	<u>Church Opening Times</u> Now that the school holidays are here there is more risk to the church from vandals. The wall into the car park has had about 30 bricks knocked out of it. As Churchwardens, Richard and Sarah could make the decision but would prefer PCC to agree it. There is an option to close the church and open for a couple of hours on maybe 2 days a week for private prayer and put the A frame out advertising it as open. This was agreed. Malcolm said he is happy to do Friday from 9-11 with Lynn so she can do the flowers at the same time. Helen mainly works on a Monday and Thursday so she would open up although she then locks herself in the Sacristy so 2 people would still be needed. Lynn is happy to do Monday from 9-11. We need to have a rota as other members of the congregation might be willing to help out. Sarah will put something in the Bulletin. Malcolm and Lynn will start this Friday.	SC MB/LW
	e)	<u>Yew Tree</u> – Helen is worried about the yew tree by the Vestry. It looks unsafe and needs cutting back. Richard said F&F are looking to arrange a work day and the yew tree is on this agenda. F&F & Men's Group to resolve.	RS/F&F
	f)	<u>Gift to the church in Daniella's memory</u> – Sarah said Mabel approached herself and Malcolm as she would like to give something in Daniella's memory to the church. Let Sarah or Malcolm know if you have any ideas.	All
	g)	<u>Church Union Leaflets</u> – Lynn said the leaflets from the Church Union on Sacraments, Holy Orders etc are running out and she would like permission to replenish them. They are free of charge. This was agreed. Lynn will arrange.	LW
8.		Date of Next Meeting	
		The next meeting will be held on Monday 6th October 2025 at 8.00pm. Fr Charles is away so if Rev Sandra is back to full health we will ask her to take the Eucharist otherwise the meeting will start at 7.30pm.	ALL
		There being no further business the meeting closed at 9.45pm.	