

**MINUTES OF ST GEORGE'S PCC MEETING HELD IN THE CHOIR VESTRY
ON WEDNESDAY 7TH NOVEMBER 2007**

Present: Tony Rice-Oxley (Churchwarden)(in the Chair), Margaret Symonds (Churchwarden), Carol McKells (Treasurer), Colin Monk, David Cavey, Denise Rosser, Adrienne Bridger (Deanery Synod), Wendy Pearce (Deanery Synod), David Palmer, Dick Handy, Richard Spurgeon, Julia Spurgeon, Jane Cook (Secretary)

ACTION

1. **Apologies for absence:**

Fr Mike (sabbatical), Mabel Maginn, Yvonne Jones, Abi Morgan

Tony said that he had looked up the numbers for a Quorum and discovered that it needs to be one-third of the total PCC committee which would be 6.

Tony said that he wondered whether we should send flowers to Yvonne, who is in hospital following a slight heart attack, from the PCC and everyone agreed. He will arrange this once she comes home. Margaret had brought a card which was passed around for everyone to sign.

Tony

2. **Minutes of last PCC meeting (9th October)**

The minutes were signed as a true and accurate record.

3. **Matters Arising**

First Aiders – Jane gave Tony a notice to put on the noticeboard at the back of church listing the registered first aiders.

War Memorial Plaque – Jane had received a letter from Sandy Hopkins, Managing Director of Havant Borough Council advising that they would not be able to contribute to the cost of the War Memorial plaque as it does not belong to the Council. Jane had passed a copy of the letter to John Symonds. David C. will try and talk to Sir Geoffrey Dalton, past President of the British Legion, who he knows, to find out about funding this.

Tony

LTSB – Carol confirmed that this account is being kept open.

Fabric – Tony said he had cleared one of the tombstones but Fabric Committee still needs to think about the others.

David C.

Tablecloth – Tony said this had been returned from Waite End School together with £10.

Hymn Book Covers – Tony had spoken to Jean Goddard who thought that the covers looked scruffy and its was agreed to remove them until such time as we have some money to recover them. He will ask Jean Goddard if she would like to remove them.

Tony

4. **Treasurer's Report**

This has been a relatively quiet month.

Income

S/O's and envelopes together are around £1,200 below budget. The quarter July – September Gift Aid Tax has been received. As we know the Shop did extremely well showing £3,250 under Fundraising, together with the proceeds from the Curry night also showing. Donations include £400 from Friday Coffee morning. Sales continue to do well and still well over budget. Still no income from the photocopier. Extraordinary income shows bank account interest, 24p from HSBC and £5.21 from LTSB. Other Funds generated shows an incomplete month for collections to other charities but the actual total to Two Saints Centres will be as quoted at £148.66.

Outgoing

Quota still one month behind – the combined bank account balances stood at £4,044.33, so this will have to wait. Carol is still being cautious following the bank account changeover. All the sections down to the photocopier are running relatively well. The amount of £84.98 was to Panasonic for copies used for the period 18th June to 17th September. Extraordinary outgoing shows the lease payment for the photocopier of £247.63 plus bank charges due to LTSB of £17.80. Other fund paid out were £50 to Canine Partners on behalf of Wednesday Coffee morning collections.

The figures are currently £4,137 over budget on the income side and £5,105 under budget on the outgoing side. This is good news but still two months to go and a Quota to catch up on.

Finally Carol informed the PCC that she intends to step down as Treasurer. This won't be until after the Accounts have been produced for 2008 which is over a year away. This leaves plenty of time to find someone to take over and a whole year to work together with all the different aspects involved. Carol said she has thoroughly enjoyed the Treasurer's role but feels that someone else must know how it works. As she has said before, it really worries her that she is the only person who can do the job and if for any reason she was not around the PCC would have a heck of a job sorting through her work and without Gordon Uphill to call on this would make things even harder.

Carol said she is quite happy to carry on with Gift Aid recording and claiming from the Inland Revenue, although there again someone else should know what is going on with this.

Tony thanked Carol on behalf of the PCC for such advance notice and for all that she has done as Treasurer. He said it looks like she could do with an assistant for the moment at least. If we could find someone quickly who could take on the assistant's role they could both go on the training course with Mary Makin. Carol agreed this would help in the short term but she still intends to give up in 2008.

5. **Committee Reports:**

a) **Fabric and Finance**

Finance – Met, unfortunately Carol was not able to be at the meeting. Tony went through the budget for 2008. This is a slight negative budget at the moment. However it is much better than it would have been as our quota has only gone up from £48,400 to £48,500. This also includes our contribution to West Leigh of about £300 (£6,000 in total from the Deanery). David said he thinks bulb sales could go up from £2,000 to £3,000. Tony said we raise about £10,000 a year in fundraising outside of charity giving.

Discussion took place on whether an honoraria should be paid to Sue Palmer, the same as for Julia, for all the work she does with the Band. Tony has written this into the budget for next year. A question was raised about the scholarship system for Andrew together with the number of weekends off Cecil is entitled to. Julia offered to find out all this information and bring back to the next meeting. It was also thought that if Gwenda plays the piano again in a service we must make sure that she

Julia

	<u>ACTION</u>
has a lift home. The PCC asked the Finance Committee to look into honoraria and what is included in it. As the PCC were happy with the budget for 2008, Tony will take it away and finalise it.	Finance Cttee
As a decision could not be taken at the last PCC meeting David's suggestion to move £25,000 of the £64,000 we currently have invested into a simple cash deposit account was put to the vote. There was one abstention but agreed by everyone else and this will now be undertaken.	David C.
<u>Fabric</u> – Tony said the grounds morning was very successful with lots of work carried out. The tree work should take place shortly. Glass repairs are ongoing. Tony has lost the bit of paper to get in touch with TV amateurs so is waiting for them to contact him again. Fr Mike has agreed that the sound system can be moved from the sanctuary to the organ loft. Fr Mike still wants extra plugs in the sacristy and the choir vestry . Need to get Jacksons to give us a quote. Colin will also find out from work if there are anymore electricians in the area who could also give us a quote.	Tony
To move the piano around the Church with ease requires a piano frame which costs around £200 and would make life a lot easier. Tony to get a firm quote.	Tony
b) Pastoral <u>Buddy System</u> - Dick said that as the minutes had been circulated to everyone he wouldn't go through them unless anyone had any questions. Tony asked about the Buddy System and Dick said this had been discussed again at the last meeting and it was thought that this item would be a good one to go on the Time and Talents survey next spring to try and get another group together to visit people in their homes or in hospital when they are sick. Would need a main contact that can be advertised in the Bulletin for people to go to if they know of anyone who is not in Church because they are sick and this will then be passed on to Fr Mike. Until this is up and running Dick is happy for people to give names to him. <u>Child Protection</u> – Need to make sure that anyone who hires the hall has seen the Child Protection Policy, the Health and Safety Policy, Fire regulations etc and signed up to it when they sign the hire agreement.	Dick
c) Deanery Synod Not met.	
d) Hall Met on 1 st November. Fire Policy to be displayed. Are still waiting for a Child Protection Policy from Sandra. Investigated getting a fixed water heater to replace the urn but after enquiries found it wouldn't be suitable. Storage cupboards, noticeboards, mobile bookcase still to be resolved. Item for finance – electricity suppliers sent details of an offer for preferential rates for long term users. David C. has all the bills. One significant financial issue to report is that Lloyds after 3 or 4 years of cashing the cleaners cheque will no longer do it. To get round this they have added her to the list of nominated signatories as they will then cash her cheque. Need to remove staging blocks from the hall. At the moment they are compiling a list of keys and who has access. Margaret says she has one she will return as it doesn't work. Looking at finishing the plastering on outside wall, blocked guttering to be sorted out and a handrail into the gents toilet. Tony asked if Richard had got any further	David C.

ACTION

with prices of staging blocks which Music Festival will pay for. Richard is still looking into this. Richard said he will send the full minutes to Jane to circulate to the PCC.

Richard

6. **Correspondence**

Baghdad - A book and a card had been received from Canon Andrew White, St George's Baghdad as a thank you for the £616.65 which had been donated. Margaret is still getting regular e-mails and would like to see St George's Baghdad as one of our monthly charity collections for 2008.

Charity Cttee

Axim – Margaret had met up with 4 Africans at IDWAL from the same Diocese as Axim who offered to take anything back with them. Margaret is having tea with them next week if there is anything to send.

Cathedral Appeal – A letter had been received from the Cathedral thanking us for our donation of £106.03 for their Appeal.

7. **Christmas Crib outside Church – report from Richard**

Richard gave his apologies. He thought the concert/Christmas lights in Waterlooville had all been cancelled and that the nativity banner would therefore not be needed. As the concert is now on again Richard said he would be happy to organise this again. Time is short now so it probably won't be available by 29th November for the concert but everyone agreed that it would be nice to have in time for Christmas and as its something we can use every year it won't be wasted if it's a bit late.

Richard

8. **Organisation of Children's Concert – 29th November**

Tony said he had a very negative response from a lot of people regarding this concert but felt that Fr Mike would want it to go ahead and Havant Borough Council needed a response so it is now on again. Tony has written to 7 schools and had a response from 5 who wish to take part – Oaklands, Hart Plain, St Peters, Waite End and Purbrook Infant. Tony, Richard, Dick and Colin (and anyone else who wishes to be involved) will get together to organise this event which will be about 15-20 minutes from each school with a final prayer from Fr Ray. Julia suggests that we utilise the band space with chairs this year as it won't be needed. Dick said we usually need at least 10 people on duty to man fire exits etc as it usually attracts a lot of people. Thanks were give to Tony for taking this on.

All

9. **Any Other Business**

Church Cleaning

Colin said that Denmead have a men's night with beer regularly from 7-9pm when they go and clean various areas of the Church. Perhaps we could think about setting up something like that when we look at Time and Talents next spring or perhaps earlier to commence January 2008.

Piano player – Adrienne mentioned that the man who comes in to practice on the piano is very loud and would put people off coming in to the Church for quiet. Tony suggests that Adrienne brings this up at the December meeting as it is a friend of Fr Mike and he needs to make the decision as to what we do.

Adrienne

Bulletin – Adrienne would like anniversaries of death published in the Bulletin each week. This will be put on the Pastoral Committee agenda for discussion at their next meeting in January.

Pastoral
Agenda

10. **Date of Next Meeting**

The next meeting will be held on **Wednesday 19th December** starting at 7.30 pm at The Vicarage.

There being no further business the meeting closed at 9.50 pm.