#  St Mary’s, Bletchingley

**Minutes of PCC Meeting held 27th March 2019**

**in Church House, Bletchingley**

**Present:**

Rev’d Phe Pamphilon Green (Rector) Robin Idle

April Alexander (churchwarden) Oliver Jackson

Glynis Beazley Jeff Marks

Pamela Cock Cyril Mighall

Richard Fowler (churchwarden) Valerie Muller (PCC Secretary)

Vicki Gillespie Clemmie Sellick

Sarah Goad Penny Sherrington

Sandie Hooper Clare Sturgeon

Alison Horlock Lisa Swan (treasurer)

**Apologies:**

Jennifer Hyde, Lynn Hargreaves McCallum, Liz Windridge,

The meeting started with prayers led by the Rector.

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| **Minutes from previous meeting*** The minutes of the meeting held on January 15th 2019 were signed as a correct record of the meeting.
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| **Matters Arising****Use of Holy Spirit Chapel as an intimate space and coffee area**(notes provided prior to this meeting are attached with these minutes.)* RF has met the architect who has visited St Mary’s and taken measurements in order to produce ideas about how best to use the space. The architect will also give us a guide to possible costs.
* The idea of underfloor heating will be explored with the hope of eventually extending it to the whole church.
* It is unlikely that we will need to include a toilet in this area.
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| **Correspondence*** **A letter of thanks** from the Royal British Legion has been received for our donations to them following the concert by The Surrey Yeomanry and the collection at the Remembrance Sunday Service
* **Distressing emails** Following the continuing problem withthese it was decided that, as they are received, the PCC secretary will reply immediately, saying that the matter will be referred to the PCC for further discussion. A further reply will be sent as appropriate. Church business is a matter for the PCC.
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| **Safeguarding*** Jeff Marks, our Safeguarding officer, attended the meeting. He has now been appointed Safeguarding Officer for the Benefice, with Ann Sowton from Nutfield as St Peter and St Paul’s point of immediate contact.
* There have been no safeguarding issues since the previous PCC meeting
* Jeff updated us on changes to the Southwark diocesan policy. The notes he provided to everyone will be filed with these minutes.
* The PCC needs to approve volunteers to help with Sunday club.
* Risk assessments should be done prior to any major event involving children.
* There was guidance about keeping records confidential.

Jeff was thanked for his work on this. |   |
| **JPIC**In her absence Jennifer had proved a report about the latest developments with JPIC.This report was in the notes provided before the meeting. |  |
| **Approval of 2018 Accounts**The treasurer, Lisa Swan presented the Accounts for 2018.She commented:-* It would be good to have a year without any deficit!
* Giving has remained fairly constant, but does need to increase
* We cannot rely on money from the Bletchingley Thomas Chapman Charity because if the Clerks House were without a tenant they would be unable to contribute to our costs.
* The reserves would be used up very quickly if there were any unexpected expenses.

Richard Fowler proposed, seconded by Sarah Goad and Glynis Beazley that these accounts be accepted. Agreed unanimously. |  |
| **Finance Committee*** There was discussion about whether we could persuade non churchgoing members of the community to donate regularly. The Rector to ask Gabby Parikh about how feasible this is.
* The Friends of the St Mary’s contribute to the maintenance of the building but not its every day running costs. The Friends aim was to enable non church going members of the community to contribute towards the costs of the church, but it really needs more members. There would be some conflict of interest if villagers were asked to contribute to more than one fund.
* Income for the first few months of this year is again fairly constant although there have been several ‘one-off’ donations.
* Important not to chip into our reserves therefore we need to increase giving!
* Printing costs seem huge. There has been a new printer In the Office and many of the Orders of Service have been improved and reprinted.
* St Mary’s has received a legacy from Lydia Daws of £17000. The rector is checking that there are no restrictions on how we spend this money.
* The churchwardens are planning to see some card readers in action!

Where card readers are in use giving has also gone up. At the moment the church does not have wifi so it would be useful to find out about connectivity and also how cost effective they are. |  |
| **Printed Material and Accessibility**Work is progressing on producing large print versions of all our Orders of Services, the newsletter and other printed material. We are lucky that a volunteer from the Community produces large print versions of the hymns we sing.Signage has been improved but it is a responsibility of every member of the congregation to notice whether the person sitting next to them is in need of help!VM was thanked for her work on this. |  |
| **Worship Committee**The minutes from this meeting have already been circulated.Sunday Space Services are going well although there have been some adverse comments about the Question and Answer sessions. Some quiet reflective music is needed. Decided that neither the choir nor the clergy would robe. VM to liaise with SC about rehearsing choir and musicians. The choir were appreciated during these services. | VM |
| **Preparations for the APCM April 7th**This year the electoral is being renewed completely so everyone will need to fill in a form. Application forms can be downloaded from the Southwark diocesan site.New GDPR forms will also be sent out with the electoral forms simplifying the forms and making them easier to understand.Again the PCC secretary requested brief reports from those who had not sent them in yet so she can compile The Annual Report.The churchwardens need to be nominated and we need 4 new members for the PCC |  |
| **PCC Away Evening**Discussion postponed next meeting us. |  |
| **A.O.B*** Chalice bearers have been asked to be sure they wipe the chalice properly between each communicant.
* The congregation need to be made aware the dangers of intincting. There are far more germs on one’s fingers than on one’s lips, it is therefore very easy to contaminate the wine for everyone. It is also very serious to contaminate the wine with gluten for communicants who may be coeliacs.
* Taking advice on the need for fully qualified first aiders rather than having someone who is responsible for co-ordinating emergency help if it is required.
* The Southwark Diocesan organ advisor inspected the organ recently. We are awaiting his full report.

**Date of first PCC Meeting** Wednesday May 8th 7.30pm in church for a Eucharist Service followed by meeting in Church House. |  |