



st swithun's

bathford

GROW CARE SERVE SHARE

**Minutes of PCC Meeting
14 September 2020 at 7.30pm
Via Zoom**

Present

Rev Sally Buddle – Chair	SB
Michael Gilbert – Treasurer	MG
Mark Dixon – Church Warden	MD
Zoe Hill - Secretary	ZH
Katherine Lush	KL
Leslie Mackenzie	LM
Michelle Williams	MiWi
Robert Wolsey	RW

	Subject	Action
1	Prayer and Bible Reading The meeting opened to The UK Blessing – Churches sing The Blessing over the UK. Followed by a short prayer. Apologies: Liz Townsend and Martin Wright	
2	Review of previous minutes, 8 July 2020 Positive development of ChurchDesk, with online training underway, and set up. The reopening of the church building for services has been in good attendance and online services continue to be well received. Acceptance of Minutes, 8 July 2020 Proposed: SB Seconded: MD	
3	Vicar's Report New PCC members <ul style="list-style-type: none">Discussion on recruiting 3 new members to the PCC to bring numbers up to capacity. Two members of the congregation have been approached, with two more suggestions to be followed up.	ALL

	<p>Church Warden</p> <ul style="list-style-type: none"> Liz will be standing down as Church Warden after the APCM in October. A candidate has been approached to be considered for the role, however, other candidates are welcome to be considered. PCC member and Church Warden election forms to be included in the newsletter, prior to the APCM meeting. <p>Cleaner</p> <ul style="list-style-type: none"> With Zoe's return to the office, it was agreed a cleaner should be employed to clean after the Sunday service in preparation for Zoe's working week. Once groups return to the church building, regular cleaning will be essential. A cleaner has been recommended, at an hourly rate of £10. It is hoped this will be on a casual basis. <p>Music</p> <ul style="list-style-type: none"> SB proposed that the 'organist's' fee of £40 should be offered each week to whoever leads worship in the church building & prepares the online worship (currently Sandra Dixon or Steve Buddle.) <p><i>All in favour</i></p> <p>Services going forward</p> <ul style="list-style-type: none"> Together, the online and church services are attended by approximately 70 people each week. It was noted the Watch Party service had very few 'live' viewings but significantly more through the day/following week. The church services have been well attended; however, the challenge is to encourage families to return, who are watching online. The timing of the church service and the practicalities for young families was thought to be a factor. Serena Stanton and SB to discuss this further. Continuing to alternate church service times was questioned, and it was felt that a consistent time would help to encourage more people to join and be less confusing. A 10am service was suggested. SB and Church Wardens to discuss. 	<p>ZH</p> <p>ZH</p> <p>SS, SB</p> <p>SB, MD, LT</p>
4	<p>Parish Hall</p> <p>The Parish Hall is currently overseen by SB and the Church Wardens. Going forward, it was agreed a representative from the PCC should be nominated to liaise with the Parish Hall committee.</p>	<p>All</p>

	<i>All agree</i>	
5	<p>Home groups Home group leaders are working hard to ensure people stay connected and engaged, despite current Covid19 restrictions, and the challenges of people having to self-isolate.</p> <p>Limited IT knowledge has also inhibited the ability for some to join group meetings. Use of the church building is to be encouraged once restrictions have eased. At the time of meeting, the C of E guidance on non-worshipping groups meeting in the church building had yet to be published.</p>	
6	<p>Stewardship Secretary MG is temporarily acting as stewardship secretary as Peter Staples has relocated. A successor is required to undertake the role. A member of the congregation was suggested – MD to follow up.</p> <p>Following the PCC, Rob Small has been approached and has agreed to fulfil this role going forward.</p>	MD
7	<p>Heating System / Boiler The gas boiler has been condemned following a routine boiler service in August. The most suitable eco-friendly/cost efficient solution is to be found. MG suggested the need for a small working group to be established to recommend the way forward. The following agree to join the group: MG, MD, WW MiWi and Martin Goodhand</p> <p><i>All agreed</i></p> <p>MW has arranged to meet with a heating engineer, to discuss whether a gas hot air system could be fitted.</p>	<p>MG, MD, MW, MiWi, Martin Goodhand</p> <p>MW</p>
8	<p>Fabric Report Pew removal</p> <ul style="list-style-type: none"> The full faculty to remove the front pews is in the process of being approved. MD has followed this up with the Diocese and a decision is imminent. 	MD
9	<p>Systems Report MD reported the following:</p> <ul style="list-style-type: none"> The church and Vicarage have new high-speed broadband. ChurchDesk – the initial set up work is underway, and online training sessions have started. Email invitations for church members to join the system will be sent 	SB, MD, LT, ZH,

	<p>imminently. The website and rotas are being prioritised. Contact list of church suppliers to be reviewed SB, MD, LT and ZH.</p> <ul style="list-style-type: none"> • The Projector is showing signs of failure and is to be replaced. MD to research the most appropriate replacement options. 	MD
10	<p>Financial Report</p> <p>The report includes a draft financial summary for the period from 1 January to 31 August 2020. Figures are encouraging considering the current circumstances, with a surplus of £3471. However, the new photocopier and the investment with ChurchDesk, would have left a deficit of £2129, had it not been for Dawn Hoyles' legacy. Detailed report attached. MG noted:</p> <ul style="list-style-type: none"> • Despite current circumstances, planned giving is broadly as expected with several envelope givers transferring to standing orders. • Suspension of services has meant plate collections are other non-recurring gifts are lower. • Funerals £1774 and Parish Hall £80 for lettings while it was closed. • Income does not include interest from our investments which is expected to be £1580. • Energy costs reflect winter usage but also benefits from heating turned off end of March (usually 1 May) • Salaries were subsidised whilst Zoe was furloughed. Zoe is back to contracted hours. • Our 'mission' giving is behind plan but is normally caught up in autumn. • We have recently changed utilities supplier to save costs. 	
11	<p>Safeguarding Report</p> <p>There are no safeguarding incidents to report.</p>	
12	<p>Any Other Business</p> <ul style="list-style-type: none"> • How the APCM will be formatted was discussed. A combined Zoom and face to face meeting is likely to take place. It was suggested that questions should be admitted in advance. • Richard Wallis has raised the issue of our employer's liability insurance not covering the Parish Hall – this is to be discussed prior to the APCM. • As the church is in limited use, it was questioned if the pews should be removed completely. Not only would this allow easier access for the installation of the new heating system - should it be required - but it would 	

	also generate a more flexible area to worship together in the future.	
	Date and Time of Next Meeting: 28 September at 7.30pm Future PCC Meeting Dates: 11 October APCM, time TBC 2 November at 7.30pm	

Administrators Files\PCC & APCM\Templates\Minutes\Sept2020
16.09.2020