

Hughenden PCC Mission Statement:
"The elected representatives of Christ's church, who prayerfully lead the
life and mission of the church in Hughenden."

**Hughenden Parochial Church Council Meeting
Thursday 12th March 2020 at 7.30pm**

Present: Clergy: Rev. Keith Johnson, Rev. Helen Peters, Rev. Tracey Jones

Churchwardens: Nicholas Devlin, Julia Grant

Elected: Brian Clark, Anne Dean, Patricia Devlin, Ian Faulkner, Mike Hill, Antony Rippon,
Ben Sharp, Frank Hawkins, Clare Godfrey.

Deanery: Arthur Johnson

1. **Opening worship and prayer:** Keith opened the meeting with prayer.
2. **Apologies for absence:** David Tester, Louise Stallwood, Matt Skillen.
- 2b. Keith notified us all that Richard Peters will be coming in at the end of the meeting to discuss the Bell Tower, rather than number 6 on the Agenda.
3. **Minutes of the Meeting held on 21st January 2020:**
The minutes were agreed and signed as a correct record of the meeting.

Matters Arising:

- Letters were sent by Keith to Christopher Tyrer, Nick Devlin, Brian Clark in respect of the Bell Tower Project and Mike Dean thanking them for all their hard work.
- Parish Safeguarding: Trish is stepping down as Safeguarding Officer at the end of this term and Roger Grant has agreed to take on this role. A report will be given yearly.
- A new House Group has been set up with TJ as Leader.
- If Love Wycombe goes ahead, we should put to the congregation what as a church our interaction contribution should be with a view to Outreach and showing our love for our community. It was noted that there is a budget of £500 allocated for this event. KJ

Vicars Matters:

- National Trust VE day on the 8th May, TJ has agreed to lead an act of remembrance at Hughenden Manor. TJ
- Keith met with the organisers for the Hughenden Village Day. It was mentioned that they will need some help on the day. A notice to be put in the newsheet. KJ

4. Treasurer's Report:

Hughenden PCC Mission Statement:

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Including approval of budget for 2020:

- The end of year accounts are with the auditor at the moment, Ian asked the PCC if they are happy for him to get them signed when they are passed. AJ proposed and FH seconded – 1 abstention – 14 in favour.
- Income and expenditure until February 2020.
Ian explained that the figures for this year are not looking good as we are budgeting for a £17,000 loss. Giving is on a downward trend and this is not something we can maintain. If we continue to lose money at this level, Ian informed the PCC that the church will be broke in 8 years. A discussion was had over the reasons for the decline in giving and it was agreed that there are many varied reasons in this current climate.
- Brian asked Ian to produce a separate page along with his accounts, showing the Bell Tower Project invoices that had been paid alongside donations received. He agreed to this.
- Ian mentioned that an account was set up for contactless payments at HSBC Bank, however there was a problem as it appeared that this was a ‘savings account’ and that this account needed to be closed and another opened on a ‘current account’ basis. An appointment had been made with the bank and the minutes from the meeting were needed from the PCC if the proposal was agreed. Minutes showed that Ian Faulkner proposed, seconded by Frank Hawkins and was unanimously agreed by all.

IF

5. Standing Committee:

- Frank Hawkins is the new Chairperson. A copy of the report has been submitted.
- Frank mentioned that the Standing Committee could do with another member and James Gamon has been suggested, as he has experience on running a business, has lots of ideas and is not afraid to add his point of view.
Keith pointed out that people who are on the Standing Committee have to be on the PCC and appointed so anyone that may be interested in joining the Standing Committee should stand at the APCM.
The PCC asked whether there was anyone here that would stand from now until the APCM: Ben sharp volunteered and has been accepted as all were in favour.
- Frank also told the PCC that Ian Faulkner has got a new computer and as the Treasurer, the church should make a donation towards the cost. A sum of £400 was put forward by the Standing Committee and Frank proposed this amount to the PCC. Brian seconded the motion, it was agreed with two abstentions. Ian accepted with pleasure.

6. Church Bell Tower/Roof:

Due to Richard Peters giving a presentation regarding the Bell tower – this was discussed after all other business had been concluded.

7. Governance Working Group:

Nothing additional to report.

8. Vision Group:

A brief report was supplied.

9 Youth and Children’s Group:

Hughenden PCC Mission Statement:

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Nothing to add.

10. Social and Outreach Group:

- Potters Quiz has been cancelled.
- A review of all events in the calendar will have to be reconsidered nearer the time of the event as we see how the situation develops regarding the Coronavirus.
- The Parish Weekend needs to be further advertised and to have all details and forms available at Easter. **FH**

11. Housegroup Leaders Group:

- The group have not met

12. Mission Support Group:

- Nothing to report

13. Communications:

- Nothing to report

14. PCC Constituencies:

15. Vicar’s Matters:

- Keith reported some exciting news: he has offered on behalf of Hughenden Church to host a confirmation service on the 6th December at 6pm, which gives the clergy plenty of time to prepare as it will prove to be a very special evening with Bishop Alan in attendance.
- Discussion around the information received from the Diocese regarding the suspension of the Common Cup and not to share the peace. We agreed to serve refreshments in paper cups and to remove all food stuff from services, remove hand towels and replace them with paper towels and for notices to be put up around the church. It was agreed that the Clergy and Church wardens would make a contingency plan of action, including possible streaming of services if Church of England decreed the temporary closure of church services. **KJ ND JG**
- Keith informed us that Penny Austin has suspended the Friendship Group as they are all in the ‘vulnerable people’ category.
- Keith informed us that at the AGM Meeting of Bell Ringers, Cliff Davies brought up the issue of the regular inspections of fire extinguishers and PAT testing within the church and that often the tower gets forgotten during these visits. Julia mentioned that there was a problem with the fire alarm and a company had given a quote which was a lot of money and a further quote was to be obtained from another company on Tuesday 17th March at 1pm. **JG**
- Keith informed the PCC that he would be taking a sabbatical from 6th July until 5th October 2020

Richard Peters came in at 20.57pm.

16. Churchwardens’ Matters:

- Nick advised the PCC that the asbestos removal from the boiler room has been completed.

Hughenden PCC Mission Statement:

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- Julia told us that a quote of £468 for repairs to the Winchester Clock that stands in Church House has been received. After discussion it was agreed that Arthur will write an article for the April Outlook and for the newsheet. PCC will review options at a later date. **AJ**

17. Deanery and Diocesan:

- Report for information only.

18. Parish Safeguarding:

- Everything is up to date. An audit was under-taken and a report will be produced.
- An expression of grateful thanks to Trish for all her hard work was made by all.

19. Electoral Roll:

- Being revised – nothing to report.

20. Any Other Business:

- Keith mentioned that Frank had an idea about a Community Support Team – to which a flyer was passed around, and the PCC was asked to assess whether this could be a great opportunity to help others within our community due to the large proportion of mature people. Discussion took place regarding safeguarding, DBS & GDPR related issues. It was unanimously agreed by the PCC to put together a team to co-ordinate this initiative and to use social media, Outlook and Churchsuite to raise awareness amongst our community.
- **PCC Structure**
Anne Dean passed a structure diagram to all on the PCC and asked them whether any alterations were necessary. Keith told Anne that the structure shown is good, however there were a number of alterations needed. It was agreed that Pastoral was not shown on the diagram, so should be added under Clergy. Special Life events should be shown as Life events, covering Weddings, Baptisms and Funerals. Also mentioned was AAA are no longer meeting so should be shown as Youth Group and Donkey Shed group. When the changes have been made, it will be shown at the next PCC meeting where a look at responsibilities and governance will take place. The PCC showed their appreciation to Anne Dean for her efforts. **AD**
- **APCM**
At the APCM it should be noted that Christopher Tyrer, Brian Clark, Louise Stallwood, Antony Rippon and Trish Devlin are either stepping down from their roles or awaiting re-election.
- **Church Lighting**
A report was given to the PCC from Arthur.
Interim work was carried out on the lighting at the cost of £1,350.

Item 6: Save the Bells:

- Richard Peters gave a presentation to update the PCC on the Bell Tower Restoration project (slides are attached to these minutes). He showed photographs highlighting the problem, explained that VAT on the works could be reclaimed and highlighted that the discrepancy between builders estimates/the quantity surveyor’s report were reflected in a difference of

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scope. He provided an analysis of a range of questions/options that had been raised by the PCC., discussed if a faculty was required, and provided an update on grant applications. Richard emphasised that he was seeking unanimous PCC approval to a plan of action. Unanimous approval was given to proceed with the tender stage including the following options for the tenders to price: (i) Replace pyramid roof with flat roof, (ii) Use of modern tiles if we have to replace them. If these options potentially lead to significant savings, they will be considered further. Furthermore, it was agreed that if a protection plan could be put in place which enabled us to delay the works by 24 months for no more than £10,000, this would be adopted. In this case, issue of the tender documents would be delayed. It was also agreed that, given the cost of the works, we should suggest to the diocese that it would be appropriate for us to pay a reduced parish share while we focus on raising money for the restoration project. **RP**

- Arthur suggested that a round of applause was in order for the hard work Richard had undertaken and for a very clear presentation given and also thanks to Brian for all of his hard work in this area.

We closed with a prayer.

The meeting closed at 22.42pm.

SIGNED: -----