

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 28th May 2020 at 7.30pm by Zoom**

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

Churchwardens: Nicholas Devlin, Julia Grant

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

Deanery: Arthur Johnson **Diocesan:** Christopher Tyrer

1. **Opening worship and prayer:** Keith opened the meeting with prayer.
2. **Apologies for absence:** David Tester.
3. **Minutes of the Meeting held on 12th March 2020:**
The minutes were agreed and signed as a correct record of the meeting. Several events listed are no longer happening because of the virus.
4. **Matters Arising:**
 - A separate page for Bell Tower accounts, requested by Brian Clark, to be presented at each PCC and current one to be emailed. IF
 - Contactless payment system will be ready when church re-opens. FH
 - Julia Grant and Richard Peters to meet about alarm system. JG
 - The donations collected by the coffee team at 10.45 have been given for repair to the Church House clock. Ian to amend accounts accordingly and repair should be complete. Thanks were given to Sylvia, Brian and the coffee team. IF AJ
 - Safeguarding audit undertaken by Keith and Tricia on 4th March and information circulated to PCC. The amber areas will be looked at. Tricia was thanked for all her work as Safeguarding Officer. The actions from the audit need to be tracked and handover arrangements made when Roger Grant takes over the role. A discussion about how to do this followed. 10 minute break for NHS applause.
After the break it was agreed that work would be done on the outstanding issues and reported at the next PCC meeting. KJ PD Roger Grant
 - Community Support Team was a success and profile of church high in local community as a result. Our support group was given a donation for the phone service and a shop had provided a phone for use. Many elderly are more anxious now and will need support. Vulnerable also need further support until 30th June at least. Rev. Tracey Jones returned to meeting 8.19pm
5. **Covid- 19 Lockdown, St Michael’s @10, Church access etc.:**
 - A risk assessment towards opening church buildings had been circulated.

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- The vicar is now able to take the Pentecost Service on 31st May in church. It will be 11th Sunday of online services. Arthur had prepared the church for the service.
- Keith thanked Helen for leading the JC club and Tiny Tots and Tracey for her locations. The production team of Ben Sharp, Richard Peters, Guy Mannerings and Tony Sackville had worked so hard to produce the services .
The online numbers are large, around 100 live and more watch later. Easter Day almost 500 watched the service. Also some households had more than 1 person watching. Audience appreciated service and were from wide area. Keith thanked everyone involved and noted that even on the first Sunday a high quality service was streamed.
- Guidance from the diocese will be followed regarding church opening and this will be discussed with clergy and churchwardens and then communicated further. It was asked that decisions would stay consistent. 12/13 weddings were planned for the year. Those during lockdown were cancelled and 2 weddings are still booked for July depending on guidance.
- Love Wycombe will be online on 28th June. It was agreed that that will be the service for St Michael’s with an introduction and notices by Keith before the live transmission. This will also give the technical team a break.
- The National Trust is not opening Hughenden yet and it will want to control parking when it does.
- Keith anticipates demand for services of thanksgiving once restrictions lifted.

6. Treasurer’s Report including Standing Committee:

- Income and Expenditure had been circulated. Bell Tower income is £6450 and professional fees £17884 to date. Breakdown to be sent to Brian Clark. IF
- Requests had been sent to yellow envelope users and planned givers and 6 of the 14 had organised a standing order.
- There were no questions and Ian was thanked for his work.
- Bex’s salary increase, which was agreed with Youth for Christ last year, was proposed by Frank and seconded by Christopher Tyrer and agreed unanimously.
- £12000 could be saved this year in various ways. Neil Brice has waived his salary. It is important that no money is spent without asking the treasurer first.
- A new treasurer is needed as soon as possible in order that a handover can be done before Ian retires. Thoughts to Keith. KJ IF
- Ben Sharp confirmed that there is a giving page on the website. A notice about giving online will be in the newssheet and in the service from 7th June. Ben and Ian are looking at a system for the future which builds in an increase with inflation. IF BS

7. Vicar’s Matters:

- Richard Peters was unable to attend the meeting but sent a report. He anticipates that the temporary Bell Tower repair will start shortly and be completed in June. The necessary permissions in the form of an “interim faculty” have been granted. The works should prevent further deterioration in the tower for a number of years if necessary. Once the repair is complete Richard will move his focus to developing a fund raising plan, seeking not to detract from mission, worship and community.

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8. Churchwardens’ Matters:

- Nothing to report from Julia.
- Nick notified the PCC that he would not be standing again for churchwarden. Keith thanked Nick for his loyal work and service, particularly through the last year which had not been easy and Tricia was also thanked for her support. Elections take place at the Annual Vestry Meeting which will be organised later.

9. Any Other Business:

- **Governance:** Ben Sharp had circulated a policies review plan. It is a key role of the PCC to review the governance policies on a regular basis. Safeguarding is an annual review and the rest 2 yearly reviews. It was agreed after discussion to adopt this plan.
- **Re-opening** church risk assessment to be looked at. It was suggested any reasonable measures could be incorporated into Health and Safety policy if necessary. **KJ ND JG BS**
- **Transition from lockdown:** This is being looked at so that online people are kept where possible. **KJ BS Richard Peters**
- We were reminded that many people in Wycombe and Downley have experienced greater hardship with the lockdown.
- We were reminded that questions can be asked before the meeting when documents are received.

The meeting ended in prayer at 9.17pm.

Date of next meeting Thursday 16th July 2020

SIGNED: -----

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