

Hughenden Parochial Church Council

Minutes of Meeting - Thursday 15th July 2021 at 7.30 pm (held via Zoom)

Present

Clergy: Keith Johnson, Helen Peters, Tracey Jones (TJ)
Lay Reader: David Tester
Churchwardens: Julia Grant, Frank Hawkins
Elected: James Gamon, Clare Godfrey, Mike Hill, Arthur Johnson, Brian Morley,
Antony Rippon
Secretary: Susan Brice

1. Keith played a worship song and then opened in prayer.

2. Apologies

Ben Sharp, Christopher Tyrer

3. Welcome to new PCC members

There are no new PCC members and there are 7 places available.

2 Churchwardens were appointed at the AVM. Julia Grant and Frank Hawkins agreed to serve for another year.

4. Review any gaps not filled at the AVM and the APCM

There are 2 vacancies for Deanery Synod and there were no nominations.

Julia commented that more information about this was needed to encourage people to stand for the Deanery Synod.

Mike Hill was asked for his views as a DS representative. He replied that it was good for us as a church to work with other churches. The Deanery offered us a wider outlook than our parish but smaller than that of the diocese. It was noted that Hughenden was hosting the Deanery in the near future.

It was also thought to be useful if there could be a short précis about exactly what a PCC member does. The possibility of interviews published in Outlook was mooted.

5. Elect lay chair, treasurer, secretary and electoral roll officer

Clare Godfrey was elected as lay chair, proposed by Frank Hawkins and seconded by Arthur Johnson.

Brian Morley was elected as treasurer, proposed by Helen Peters and seconded by Frank Hawkins.

Susan Brice was elected as PCC secretary, proposed by Helen Peters and seconded by Antony Rippon.

Arthur Johnson was elected as electoral roll officer, proposed by Antony Rippon and seconded by Clare Godfrey. He was also elected as assistant treasurer, proposed by Antony Rippon and seconded by Brian Morley.

All these elections were agreed unanimously.

Questions were asked at this juncture about the appointment of an external auditor. After some discussion the Standing Committee were invited to find an auditor, bearing in mind that the person needed to have the requisite professional and official qualifications.

6. Form a Standing Committee

The PCC agreed to the committee being made up of Keith Johnson, Julia Grant, Frank Hawkins, Christopher Tyrer, Brian Morley and Ben Sharp.

7. Agree dates for PCC meetings for next year.

The following dates were agreed upon:

16th September 2021

16th November 2021

20th January 2022

8th March 2022

5th May 2022

APCM on Sunday 27th March

At this point the list of sidespeople was discussed, particularly the need to encourage more people to be involved.

The actual list was not available at this time to be viewed, so it could not be approved. It was also commented that safeguarding needs should be regularly discussed.

8. PCC policies review plan.

The following was agreed:

- Mike Hill will review the Complaints and Whistle blowing policy.
- Antony Rippon, with Andrew Collard, will review the Health and Safety policy.
- Christopher Tyrer will review the Environment policy.
- Helen Peters will review the Conflict of Interest policy.
- Keith Johnson and Roger Grant will review the Safeguarding policy.
- Brian Morley, with Mike Morgan, will review the Finance policy.
- TJ will shadow the reviewing of the Health and Safety policy.
- Julia Grant and Antony Rippon will review the contents of the first aid boxes.

9. Minutes of the meetings held on 13th May and 22nd June 2021

The minutes of both meetings were accepted without change or amendment.

10. Matters Arising not on the agenda

Mike Hill was thanked for his work on the Nature Quest on the 12th and 13th June.

Mike commented that there were comparatively few members of the church who attended but a good number of members of the public, some from quite a distance. Several people commented that it was very good community outreach. It was noted that the gazebo was useful in bringing people towards the church. Mike thanked Ben Brice for his excellent poster.

Mike said that he wanted to do a Bat Walk, maybe at the end of August.

Whilst on the subject of bats, it was agreed that Mike Hill and Richard Peters would look into the issue of bats with regard to the Belltower project.

Frank Hawkins told the committee that we are waiting for the faculty for the bin enclosure at the bottom of the drive.

The acquisition of various grants was discussed. Brian commented that different trusts had different requirements. There was no consistency and some were very demanding.

11. Treasurer's Report and that of the Standing Committee

Brian told the committee that the Church had received a legacy of £12,700 from the estate of Michael Noakes and that a letter of thanks had been sent.

It was discussed as to how the PCC might write, possibly in Outlook, about the giving of legacies to the Church.

Standing Committee

Thanks were offered to James Gamon and Arthur Johnson for their help and assistance with the bin situation.

The community cards had been printed and were being delivered.

12. Vicar's Matters

The Vicar commented that TJ needs to do a project as part of her training. Theological training continues through curacy and finishes with a special church-based task.

TJ said that her idea would fit in with the vision of St Michael and All Angels and it would aim to engage with the community. A link would be made with the national initiative where people arrive as visitors and leave as pilgrims. There is the possibility of welcoming walking groups and hosting daytime retreats.

Bex Hawes has given 3 months notice. She has worked with us for 9 years and we need to ensure that she leaves well.

A small working group needs to be set up to decide what happens next with our youth and children's work. More people need to step up and volunteer to be involved with the children's groups.

The cost for using the new equipment to live stream weddings and funerals could be set at £150 with £40 of that being given to the person who does the recording. Discussion occurred as to whether or not a teenager should be given this task.

Insurance, liability and the employment of minors were also discussed.

Frank suggested that Ben Sharp would be able to put together a team to deal with this.

13. Churchwardens Matters

Julia said that Church House was being deep cleaned on Monday 19th July.

Frank thanked all those who look after the churchyard and particularly those on the mowing rota. It was noted that more people were needed on the rota but the mower is seen by some as heavy and unmanageable. Frank suggested that a new lighter lawnmower be purchased. The need to consult David Lowe was agreed.

At this point the Mission Group recommended the charities for our Christmas giving:

International: MAF

National: Shelter

Local: One Can Trust

David proposed and Frank seconded this list and the Mission Group report was commended.

Helen circulated the youth report from Bex.

14. Deanery and Diocesan Synod

No report

15. Parish safeguarding policy

This policy has been reviewed by Keith and Roger Grant.

16. Electoral Report

No report

17. AOB

None

Keith asked Helen to close in prayer.

The meeting finished at 9.46 pm.

ACTIONS:

- **Policies will be reviewed as detailed in number 8.**

Susan Brice (PCC secretary)
19th July 2021