

Hughenden Parochial Church Council

Minutes of Meeting – Tuesday 30th November 2021 at 7.30 pm (held in Church House)

Present

Clergy: Keith Johnson, Helen Peters, Tracey Jones (TJ)
Lay Reader: David Tester
Churchwardens: Frank Hawkins
Elected: Arthur Johnson, Brian Morley, Antony Rippon, Christopher Tyrer, Mike Hill
arrived at 7.50 pm
Secretary: Susan Brice

1. Keith welcomed everyone and opened in prayer.

2. Apologies

Clare Godfrey, Julia Grant, Ben Sharp

3. Vision Group update

Keith told the PCC that as yet he had no document to offer. He reported that there had been 2 or 3 meetings since the summer but that sadly there was no unity about the vision of the church.

Keith noted that after a recent retreat day he had some clarity about the way forward. This would be shared with the Vision Group first before being brought to the PCC. There had been difficulty with defining terms such as mission and vision but Keith was confident that there would be a document for PCC discussion at the January meeting, or possibly at a special meeting to consider vision. It was agreed that it was important that the Vision Group should have unanimity before progress could be made.

Christopher offered thanks to the Vision Group for the work they have done. The PCC noted thanks were also due to Mike and Anne Dean for their work and their support in the past. It was agreed that the secretary would send a letter of thanks.

4. Vicar's Matters

• Live-streaming

Keith reported that there had been a meeting of stakeholders to do with music and technology.

Bridges had been built and he felt we were in a better place than previously. A paper had been put together by Keith to show the future services that would be live streamed.

It was noted that musicians and readers could alert the technicians if they did not want to be filmed.

It was understood that the paper was in the form of guidelines not policy. From the Chair, Keith proposed that this be accepted for now. The vote was unanimous.

5. Churchwardens' Matters

The notice regarding the Commonwealth War Graves will be placed within the encircling fence, on the ground to the right of the drive, thus no outside permission would be necessary.

Frank told the PCC that tree roots were pushing up the tarmac towards the bottom of the church drive. He explained that the drive was last done in 1979. There was a possibility of finding a material that would be abrasive, so that the surface would be less slippery. Frank said he was also considering whether the bin area and a car parking area for Arthur could be included in the project. Frank said that he would talk to Derek Brown.

It was also said that the church lighting needed to be updated. The outside lighting needs attention as parts of it are actually unsafe.

Frank concluded by thanking Richard Peters for his work with the Community Singers and also to the PCC for the use of the church.

6. PCC Subgroups

Helen told the PCC that many schools were visiting the church in the next few weeks.

Frank said that the Disraeli play was well attended by the community and the next social and outreach event would be the New Year's Day walk.

7. Parish Safeguarding

Nothing to report.

8. Electoral Roll

Arthur noted that legally people did not have to be removed from the electoral roll through the year. Brian commented that the electoral roll affected the parish share, so maybe it would be good to remove people as soon as appropriate.

9. AOB

- Keith told the committee that a chaplain for the deaf had been appointed for the diocese and this was a cause for celebration.
- The vicar of St Andrew's Hatter Lane was now in charge of Love Wycombe. We had been asked to pray, to support financially and to get involved. The service will be held in Wycombe, by the Guildhall, the week after the Queen's platinum jubilee in June 2022.

- **Conflict-of-Interest Policy**

Helen told the meeting that the Conflict-of-Interest Policy was fit for purpose and could be affirmed with a new date.

- **Health and Safety Policy**

Antony, Andrew Collard have reviewed the Health and Safety Policy with support from TJ. A number of comments were received on both the report and updated policy, for which there wasn't time to address before the meeting. However, there was no challenge in principle to the actions within the report; therefore, Antony said he wanted endorsement of the report in principle and the actions set out within it, so that we may start to address them in accordance with the timetable set out. With regard to the Policy, Antony also received agreement in principle to the introduction of the proposed organisational structure within the amended "LOAD", including the concept of appointing 'Responsible Persons' and the associated 'Schedule of Names of Key Personnel and Safety Information'

There is a need to review the comments received before the Policy can be offered for approval. Discussion took place as to the provision of First Aid arrangements

and carrying out PAT testing, which will put the church over and above what is necessary and required. In both cases, the committee endorsed the approach set out within Report on findings and recommendations fv1.0 (Nov 21).

Thanks was offered to Antony and his team for all the work that had been done on the policy.

Discussion took place about whether the committee should look into acquiring a defibrillator, which is to be investigated. Mike said that he could borrow a PAT test machine and he would be prepared to take on this task for the church. There was also some discussion as to the importance of repairing to the lower part of path/driveway, which had been damaged by roots. Consideration is to be given to this as part of longer-term project work.

Antony asked that any more concerns about the policy be addressed directly to him.

- **Environment Policy**

This was approved with the typos corrected.

- **Data Protection and Privacy Policy**

This was approved.

- **Parish fees 2022**

It was decided to bring this subject to the January 2022 PCC meeting.

- Brian updated the committee on the Bell tower project. The tiles have all been removed, the guttering is being repaired and the lead is being done in January. The November progress report will be submitted to the charity: National Churches Trust.

It was commented that the builders were very sympathetic when a service or interment was taking place and thanks were due to Derek Brown, his team and the scaffolders.

- The PCC wanted to encourage the congregation not to send individual Christmas cards. The board for personal cards would not be up in the church this year.
- Antony agreed to do refreshments in January.
- PCC members kindly agreed to take and deliver the remaining Christmas service leaflets.
- At the January meeting, the date of the March meeting will be reviewed.

Keith finished in prayer and the meeting closed at 9.21 pm

ACTIONS

- **Keith and the Vision Group to present a document to the PCC in January.**
- **Susan to send thank you card to Mike and Anne Dean.**
- **Frank will talk to Derek Brown about the church drive.**

Susan Brice (PCC Secretary)

2nd December 2021