

# Hughenden Parochial Church Council

Minutes of Meeting - Thursday 18<sup>th</sup> January 2024 at 7.30 pm in Church House

Present:

Clergy: Keith Johnson, Helen Peters

Lay Reader: David Tester

Churchwardens: Julia Grant, Frank Hawkins

Elected: Janet Booth, Andrew Cole, Clare Godfrey, Mike Hill, Arthur Johnson,  
Antony Rippon, Mark Sherrington

Secretary: Susan Brice

## **1. Opening Worship**

Keith read Psalm 139 as the opening prayer.

## **2. Apologies**

Brian Morley and Ben Sharp

## **3. Minutes of the meeting held on 9<sup>th</sup> November 2023**

It was agreed that an amendment be made to the minutes regarding financial support for the Cables. David Tester and the Secretary agreed on the correct wording.

## **4. Matters Arising not on the agenda**

It was commented that the Standing Committee would set a date for the 2024 Gift Day.

## **5. Treasurer's Report, including Standing Committee**

In Brian's absence, Frank presented the report.

He told the PCC that the money raised by the Hughenden Community Choir had been divided equally between 2 Cancer charities.

£3,124.01 was collected for the Christmas charities and was given to the One Can Trust, Wycombe Homeless Connection and Wycliffe Bible translators.

£18,255 had been received back through gift aid.

There was further discussion about using the collection plate during services but no decisions were taken.

Brian was to be asked to put the Gift Day total into the weekly notices.

Frank reported that the Bucks Community Project Board had given the grant for the defibrillator and that all costs, including those of installation had now been covered.

The Bellringers had given £500 towards the project and these funds would be used for the ongoing expenses of the defibrillator, the arrival of which is imminent.

A new coffee machine has been acquired for use in the kitchen cupboard in church but difficulties with the new flasks had been reported.

A new stepladder had been bought for church use.

The Standing Committee asked for PCC agreement regarding Mike Morgan being an authorised signatory and having access to the online bank account, to protect against Brian being unexpectedly incapacitated.

This was proposed by Frank and passed by 11 votes to 1.

Discussion ensued and the Standing Committee were asked to research relevant finance systems.

The same auditor for the accounts as last year was proposed and formally appointed.

Thanks were offered to Andrew and Mark by the Standing Committee and the PCC for their help, time and assistance when Arthur was unwell.

## **6. Children and Families Minister update**

Helen reported that all the necessary money had come through and that she, together with Lucy and Gwen, had prepared the required advert. This would be posted by 1<sup>st</sup> February with a deadline of the end of that month. Interviews would be held in March.

Frank agreed to field any enquiries from prospective applicants whilst Helen was on holiday. Keith offered thanks to all those involved.

The PCC were told that the church had been awarded £45,000 out of a diocesan fund of £250,000 for a Children and Families Minister. It was pointed out that the interview panel needed to include someone who had done the Safer Recruitment training.

Frank said that Kathleen's legacy money could be used towards any shortfall in the necessary funding. He then proposed that we move forward with the Children and Families Minister project. This was seconded by Mike and there was unanimous PCC agreement.

## **7. Vicar's Matters**

Dates of the 2024 APCM and of the PCC meetings for the rest of the year were given to the committee members.

Keith talked about the 'Living in Love and Faith' document. This was to be distributed to the whole PCC and Keith asked that everybody read and carefully consider it ready for discussion at the March meeting. Keith said that the Church of England had not approved same sex marriage but had accepted prayers and blessings taking place.

The PCC formally received the document.

- **Vision working groups**

It had been agreed that statements of need were required of both groups and more information would be forthcoming at the March meeting.

- **Gazebos**

After some discussion Frank proposed that 3 gazebos be bought, up to a total price of £700. Janet seconded this and the PCC voted unanimously in favour of the proposal.

Frank agreed to purchase the gazebos.

- **PCC members responsibilities**

Keith plans to look at this again in May.

- **High Leigh**

The Parish Weekend will take place on the 20<sup>th</sup>-22<sup>nd</sup> September 2024. Publicity will begin imminently. Frank will lead the booking process but would like someone to work alongside him on this.

- **Parochial fees**

Nationally these are set by the General Synod and Keith recommended that we follow suit and increase the fees by 5% except for the Bells where the cost will rise from £250 to £300. These changes were proposed from the Chair and accepted.

Keith was asked to send out a list of the relevant fees to committee members.

Keith told the PCC that Verity Nicholls had been elected as the new tower captain.

- **Altar linen**

There is £3,000 in a restricted fund for the purchase of altar linen and frontals.

Jan Jaycock had asked for agreement to buy one new altar cloth. Julia proposed that this go ahead and Clare seconded. The PCC vote was unanimous.

## **8. Eco Church (Quiet Garden proposal)**

Julia reported that the grant had been applied for (Bucks Community Project Board) and that she recognised the need for a faculty regarding the bench which would be made of recycled plastic.

Julia was seeking approval for the Quiet Garden project. The PCC warmly welcomed the idea in principle but the best actual positioning, somewhere within the church grounds, was still disputed.

Julia said that owl boxes were to be put up, probably on the north side of the church.

## **9. Churchwardens' Matters**

Julia presented the recent Quinquennial Report to the PCC and asked that it be sent out to the members so that they can read it and send any questions, in written form, to her before the March meeting.

Whilst discussing the plaster problems with the nave ceiling, Frank said that we needed to hear from someone with the appropriate skills, before a decision is taken as to what approach is needed for the repair. It was agreed that Frank would contact the DAC for assistance.

The energy audit had been done but no report had been received as yet.

The repair, cleaning and restoration of the Disraeli regalia in the chancel was considered. It was agreed that Jane Tyrer could request a quotation from the Royal School of Needlework for this work to be done. Julia was asked to bring up the matter with the National Trust at her next liaison meeting, hoping that they might contribute towards the cost. Frank suggested contacting 'The Repair Shop.'

Frank commented that it had been complicated to sort the lighting at the bottom of the church drive but this had now been completed. Other lighting issues were all in hand.

## **10. Friends of St Michael and All Angels Church.**

Keith agreed that this needed to be looked at with regard to future vision and to finance. He asked if anyone felt they could take a lead on this project.

## **11. PCC subgroups**

- **Social and Outreach**

Antony thanked Julia and Roger for leading the occasion of Burns Night. He recognised the amount of work involved and that there was a substantial element of outreach.

Mike has stepped down from the Social and Outreach committee, as has Clare. Antony thanked them both whilst also recording the need for new members.

## **12. Deanery and Diocesan Synods**

No reports.

## **13. Parish Safeguarding**

A report by our PSO will be circulated to the PCC.

## **14. Electoral Roll**

No report.

## **15. AOB**

Arthur told the PCC that he felt his safety and security needs had not been considered in relation to the burglary that took place a year ago. There was a discussion about what Arthur is required to do, particularly in a dangerous situation. From this debate, it was agreed that the fire alarm in the church needed to be tested.

Frank commented that discussion with Arthur had taken place regarding his safety requirements. Frank also said that there was a need for more people on the PCC, as the Churchwardens were overworked.

Helen ended the meeting in prayer.

The meeting closed at 9.52 pm

### **ACTIONS:**

- **Standing Committee: Set a date for the 2024 Gift Day**
- **Standing Committee: Research finance systems in relation to authorised signatories on the church bank accounts.**
- **Brian: To put the Gift Day total into the weekly notices.**
- **Frank: To buy 3 gazebos.**
- **Keith: To look at PCC members' different responsibilities.**
- **Keith: To send out a list of parochial fees to PCC members.**

Susan Brice (Secretary)

19<sup>th</sup> January 2024