

Minutes of PCC Meeting in St Columba Hall 22nd March 2023

Those Present: Greg Bakker, Emma Bourner, Sarah Bourner, Ian Brewerton, Rosemary Brewerton, Judi Bushell, Karen Churchill, Mark Coundley, Sue Craft, Lucy Docherty, Abi Handley, Sheila Holliday, Alison Jacobs, Sue Marshall, Jim Palmer, Rowena Palmer, Jane Whiteley,

1 Apologies for absence – Daphne Armstrong, Clive Ellam, Charlotte Farrell, Helen McCarthy.

2 Declarations of interest - none arose during this meeting's business.

3 Minutes of PCC Meeting on 24 January 2023

The Minutes were proposed by Mark, seconded by Sheila and unanimously approved.

4 Matters Arising from previous PCC Meeting

- a) Charity sponsors to be collated. To be completed by APCM.
- b) Jim and Karen to be involved in Rector recruitment

JANE

5 Finance

- a) Final Report and 2022 Annual accounts were added to Sharepoint prior to the meeting. Sue M. guided the meeting through the details. £120K loss overall. This is mostly loss on **investments** - which made a gain of £120K in 2021, so the funds are back to 2020 levels. These investments (which are not in Shares), are managed by the Diocese who avoid unethical companies, so profits not as high as might otherwise be earned from less ethical bonds etc..
General Fund made a loss of £8,784 in 2022. This was a smaller loss than budgeted for. If this continues however, funds may need to be moved from other designated (not restricted) Funds to General Fund – or some money-raising done.
- b) Final Accounts are with auditor currently and in the absence of any major changes, these draft accounts were proposed by Sue M, seconded by Jim and agreed by all that they should be presented to the APCM for approval.
- c) Review of investments, shares and bank accounts to be sent out after the meeting. **SUE M**
- d) Energy Usage graphs were added to Sharepoint ahead of the meeting. Sue M explained that 2022 costs showed a large increase, as expected - especially last quarter. New boilers had minimised usage at Holy Trinity. St Columba church is being used 3-4 days per week now (compared to one day a week in the past), which is reflected in their increased usage. The last 6 months have included government support, which is due to continue.

6 Review of Parish Action Plan.

Jim led a discussion on the Plan. One action currently being progressed is the JAM Club at St Columba primary school. DBS checks being progressed by school. 5 volunteers so far – 2 of whom cannot commit regularly. The JAM club being the same day as Little Fishes means potential volunteers are being 'thinly spread'. It was agreed that a request for more volunteers for JAM Club needs writing and sharing with Holy Trinity congregation.

Jane & Karen

LYCiG renewal conference was attended by Jim, Judi and Karen on 18th March '23. It was inspiring, generating lots of ideas which the attendees will build into our Action Plan (eg.

communication between PCC & congregation, and praying for growth as a congregation. Needs adding to next PCC agenda. **PCC Sec./ Jim/Karen/Judi**

Quite a lot of overlap identified between parish plan, Bishop's vision on youth work and Deanery plan. It was agreed that we need to share plans with St John the Evangelist as our neighbouring parish and other deanery churches with Church schools (Hook with Warsash and St Johns Locks Heath). Could consider promoting sharing a youth worker as project for Church Commissioner's funding. **JIM/KAREN/JUDI**

7 Update on Vacancy

- a) Mark updated the meeting on his vision for a short Parish video, featuring different groups and services, asking people why they have come along, why this church/service/group/quiz? Mark can put a video together, maybe with music, with help of Clive's daughter. Ideas of who to interview discussed. Written consent needed from all contributors. Could use still photos with music background, with titles for slides. Needs completing within 4-6 weeks. **MARK**
- b) Photo board in Link at Holy Trinity needs updating. **HTCC**

8 Review of worship patterns (including Wednesday mornings)

Greg said that the St Columba Wednesday service may have to become no-eucharist due to limited number of clergy (and retired clergy with PTO should not be asked to work mid-week).

Greg also pointed out that where 'High/Holy days' fall on Morning worship Sundays (eg. Pentecost in 2023), Eucharist at 10am cannot be expected, especially as there will always be Holy Communion available either at 8:30am or 10am in the Parish on such days.

9 APCM date and planning

- a) Reports needed to cover Apr.'22-Mar.'23 as follows:-
Electoral Roll – **Clive**
PCC Report – **Sue C**
2022 Annual Report with Finance Statements to incl. Emergency Covid Fund report)-**Sue M**
Fabric, Goods and Ornaments for both churches – **Clive/Judi/Jane/Jim**
Deanery Synod – **Alison**
Diocesan Synod (as there was one given in 2022) – **Mark/Lucy**
Safeguarding – **Emma**
Summary from Vice Chair of PCC to close - **Judi**
- b) Vacancies/elections needed –
1 Churchwarden for Holy Trinity,
3 Deanery Synod representatives,
4 HT PCC representatives and
1 St C PCC representative
Notices in news sheet, nomination forms,etc needed **PCC Secs.**

10 Easter Services

As stated at last PCC meeting, the Vacancy team have planned following for Holy Week / Easter:

- Palm Sunday – 1st Sunday in month so band-led Morning Worship at St Columba and Holy Communion with Passion story at Holy Trinity.

- Holy Week Mon-Wed 7pm Iona-style evening prayers at St Columba, lay-led using CofE material “Dust & Glory” for reflection.
- Maundy Thursday 7pm Holy Communion at Holy Trinity led by clergy
- Good Friday 10:30am. Walk of Witness. Congregate in Holy Trinity at 10:00am. Needs advertising via News sheet. St Columba cross to be taken to Holy Trinity **JANE/LUCY** 2-3pm simultaneous services both churches. Not Holy Communion. One led by clergy, one by lay leaders. Music provision to be arranged by Ruth
- Saturday 8th Apr. 2pm children’s activities at St Columba led by Sally Dewberry.
- Easter Sunday 8:30am Holy Communion at Holy Trinity
10am simultaneous Holy Communion at both churches. Music provision arranged by Ruth

11 Safeguarding

- a) Safeguarding Officer Report – Emma said no dialogue with Dickson House. The Safeguarding dashboard of actions has fewer outstanding issues. Expiry dates of training is still being un-muddled. Diocesan input to be used to clarify training completion dates for each volunteer in our congregations. Emma was thanked for all the work she does within this important role.
- b) Holy Trinity – no issues raised.
- c) St Columba – no issues raised.

12 Health and Safety

- a) Holy Trinity – details were covered by HTCC Meeting (see 13 below).
- b) St Columba – details were covered by St C CC meetings (see 13 below), including die-back in ash tree and broken drain cover.

13 Reports from Church Committees

- a) Report from the HTCC - notes of HTCC Meeting were circulated prior to the meeting. No queries raised.
- b) Report from the SCCC - notes of SCCC Meetings were circulated prior to the meeting. No questions raised. New screens very impressive. Change of architects being considered. Karen has provided details of another to consider. Archdeacon has suggested other churches with similar buildings, that have used alternative architects.

14 Other reports

- a) Standing Committee(incl F&GP) – Draft minutes of Meeting published before PCC.
- b) Synod Meeting Reports – The following were issued prior to the meeting:
 - General Synod Report
 - Report on Deanery Synod of 16 Feb,
Deanery Standing Committee Reader Report 2023 and Fareham Deanery Milestone Roadmap.
 Our Parish needs election of three Deanery Synod reps. At APCM. Currently Alison and Mark are standing again. Deanery Synod only meets two times a year currently, for a two-hour evening meeting. The new archdeacon and new lay chair may lead to more

involvement in the coming year. Another rep is needed, ideally from St Columba congregation.

c) CTiF Report – AGM held in February. New Chair is Rachel Hicks. Sue Hall is still our parish rep.. Youth work is being promoted. Parent Free Zone needs volunteer helpers. Holiday club us happening in school summer holidays.

d) Covid Emergency Fund Report – No report

15 Items for next Agenda

- Welcome new PCC members
- Appointment of Joint PCC Secretary, PCC Vice Chair, Hon Treasurer.
- Approval of Draft Minutes of Vestry meeting and APCM.
- Finance including first quarter of 2023 accounts and new bank mandate form signing.
- Data Protection Policy to be agreed.
- Data Protection Training for PCC (20 mins) prior to office staff in following weeks.
- LYCiG and Parish Action Planning

16 Any other business

- Approval of Policies, as recommended by Standing Committee (Diversity, Equity & Inclusion Policy, Job Applicant Privacy Notice, Privacy Notice and Information Security Policy). This was proposed by Sue C, seconded by Lucy and all named policies were approved unanimously.
It was noted that the Information Security Policy needs all references to “company” changed to “parish”.

SUE C

FUTURE MEETINGS

APCM Wednesday 19th April '23 in Holy Trinity Church, commencing with Vestry Meeting 7:30pm

Church Committees week beginning 1st May 2023
Standing Committee Wed 10th May
PCC Mon 22nd May – Parish Centre

Church Committees week beginning 26th June
Standing Committee Mon 3rd July
PCC Tue 18th July – St Columba Church

Church Committees week beginning 4th Sept.
Standing Committee 12th Sept.
PCC Wed 27th Sept.- Holy Trinity Church

Church Committees week beginning 6th Nov.
Standing Committee Wed 15th Nov.
PCC Mon 27th Nov.- St Columba Church

Church Committees week beginning 8th Jan 2024
Standing Committee Mon 15th Jan

PCC

Tue 30th Jan – Holy Trinity Church

Church Committees
Standing Committee
PCC

week beginning 26th Feb.
5th March
Wed 20th March – St Columba Church

APCM 2024 during week beginning Sunday 14th April (because Easter Sunday is 31st March).

DRAFT