

# St. George's Church, Wilton

## Minutes of the Parochial Church Council

Tuesday 24 August 2021

**Present:** Nick Griffin (Chair); Peter Joyce; Michael Yardley (Vice Chair); Jenny Norman; Matt Norman; Hilary McKegney; Pete McKegney; Carole Smith; Rachel Neal; John Page; Claire Steel; Helen Clegg (Minute Secretary)

**Apologies:** Rosa Parsloe

1. Nick opened the meeting with Psalm 145 and a time of prayer.

2. **The minutes of the last meeting** on 27 April 2021 were approved by the meeting.

### 3. Action points from the minutes of 27/4/21

3.1 Defibrillator This is here but not yet installed in its box. A U-tube video is available (ask BB for link) on its use and it will be circulated to all hall user leaders.

3.2 Health and Safety Audit. PJ has drafted a Fire Risk Assessment for the Hall, a risk assessment for Bell Ringers and tower tours and a Health and Safety Policy for the PCC to approve in due course.

### 3.3 Technical Equipment

MN,NG and BB are working on the Technical Specification.

The specifications for the cabinet to house the new equipment have been discussed with a carpenter, and PJ is waiting for him to make detailed drawings and provide a price.

The new speakers are here and will be set up by next Sunday. **Action Matt** by 31 August 2021

### 3.4 Lighting Improvements in Church

It was decided to pause this as our funds will be stretched. Nick expressed the desire to get the lighting right, particularly for live streaming. Nick has seen good examples and bad examples of lighting and would rather wait until we know what we need to ensure that we have the best possible system we can afford.

Money in the "Wi-Fi and associated Equipment Appeal Fund" could be used for this.

### 3.5 Small Groups

There are 5 Bible Study Home Group meetings formed, some meeting already, others planning to do so soon.

There are 2 activity groups, both walking groups.

### 3.6 Contactless Payments

As more people don't carry cash it would be good to provide alternative ways to donate either on-line or by card readers.

Matt reported that a Contactless card reader which allows the giver to input the amount would cost £50/month which all agreed was too much. Matt also commented that there are other systems costing around £150. Claire stressed that we need something easy to see and use for older people and this should be an addition, not a replacement, for cash collections.

Alternative methods could also be used for church collections at services including baptisms and weddings.

**Action Matt and Jenny Norman and Pete McKegney** were appointed to look into this matter, see how other churches and cathedrals manage it and come up with a usable solution. In dialogue with the Wardens and Vicar they can spend up to £500 without needing further PCC approval.

## 4. Treasurer's Report

John Page reported that the Unrestricted Reserves at the end of the 2nd Quarter stood at £16,725 showing a deficit of £12,171 since the beginning of the year – the reason being the ongoing underlying problem of Expenditure exceeding Income, which had continued unchecked for well over 15 years. The deficit resulted

in the main from three significant factors – Salaries had increased by £2,470 ; Christian Giving was down £3,915 ; and loss of Hall revenue of around £6,000 due to the lack of paid activities.

The Treasurer reminded the PCC of the Reserves Policy in the Annual Accounts with the stated aim of retaining 3-months' Reserves at the end of the year. He calculated the figure for 2022 to be £33,300 on the basis of the costs involved with a fully functioning Church and Hall. He explained the components and rationale of the 3-months' Reserves, highlighting the Parish Share at 63% of the total and Salaries at 23% as the two most significant elements. He emphasised that retaining 3-months' Reserves of £33,300 at the end of the year would require withholding a substantial amount of Parish Share from the Diocese (in the region of £29,000). Consequently, he asked the PCC to consider whether they wished to retain £33,300, or to retain a lesser amount in order to enable a larger amount of Parish Share to be paid. He invited the PCC to consider these two options and bring their decision to the autumn meeting so that the necessary adjustment to the final amount of Parish Share to be paid can be made in due course – in either case though it will not be possible to pay the Parish Share in full this year.

Finally, the Q2 Parish Share was paid in full (£20,942) ; the Wi-Fi Appeal Fund, including Gift Aid, stood at £11,041 ; the Hall Refurbishment Fund stood at £1,021 ; and the Churchyard Fund stood at £546.

A general discussion took place about the Christian Giving Scheme.

The total figure is reduced but it is not clear whether the number of givers has reduced or the amounts each give are down, or both.

**Action** Bethan to ask Michael Small for an analysis of the Christian Giving Scheme (CGS) income.

The PCC discussed the need to diversify our income streams making more use of our hall bookings, even this requires some initial outlay, e.g. children's parties, weddings receptions.

Matt Norman volunteered to look into the publicity of the hall on the web-site to see if it could be improved and more accessible on search engines.

It was suggested that we share the information about our finances with the rest of the church and ask for help with the things we wish to do, like improving the hall prior to majoring on the CGS.

Initially this requires a working group to look into this.

**Action** Nick will get a group together.

## **5. School Chaplain Contract.**

Jenny Jeffrey signed her contract in 2013. Neither her job description or contract have been updated, so that significant and basic issues such as her employer and line manager are unclear in the current arrangements.

After discussion with all parties concerned it is proposed that Jenny be employed by Bishop Henderson School which would offer her a new contract, manage her salary and line management etc. Nick was asked to make sure that the contract specifies that the church is **not** required to contribute to the chaplain's salary when the position is vacant. In the new arrangements the school will invoice both St George's and St Michael's for their contributions to the Chaplain's salary. The contract will be reviewed annually, in the summer. As per the current contract, St. George's PCC will have the right to withdraw if they ever wish to do so with appropriate notice periods given.

The Business Manager at Bishop Henderson School is drawing up a new contract and the PCC will be informed of progress.

**Action** Nick will continue to liaise with Bishop Henderson School and St. Michael's on this matter.

## **6. Potential new curate**

Nick has met with one potential Curate who is now prayerfully considering the post.

## **7. Ministry Experience**

St. George's will now be hosting this for the Diocese. Teaching sessions will be held in the Hall and 2-3 interns may well be based at St. George's from October 2021. Along with colleagues from other churches, Nick and Martin Kirkbride will be mentoring and teaching the interns.

The scheme is for people exploring ministry including ordained ministry in the Church of England. It was suggested that this good news and other developments should be shared with the rest of the church in a

Newsletter. This will then be followed up by information about the Christian Giving Scheme, how our church is financed, what we plan to do and how the church congregation can play a part in this.

## 8. Café Concept

Nick shared the story of a lady with a pioneering ministry, in Exeter, who set up a mobile café in a van which could be taken to different areas and events. PCC members didn't seem to have received the link to a video of this.

**Action** NG to resend the video link.

Nick asked could we do something similar?

Possibilities for a café may include:

- Set up in the churchyard and open when the footfall through the churchyard is high.
- Open up after services,
- Take to other green spaces in the areas where we could run e.g. Carol Services, with refreshments.
- The aim would be to make connections with people, provide hospitality on behalf of the church and provide outreach support.

Grants may be available as this could benefit the Health and Wellbeing of the community.

Is this something we want to pursue? General consensus was positive.

Is there someone or a team who would pursue the idea. No one was suggested at present.

**Action** Everyone to pray about the concept and suggest possible people who could explore the concept to NG.

## 9. Parish Away Day

This is scheduled for Saturday 16 October from 10am – 2.30pm It will provide an opportunity to get away to pray and ask for a clear vision for our church.

## 10. PCC Church Members Contacts

Rachel Neal asked the PCC members to contact the people on their contact list set up during the Covid lockdown, who have not been seen back in church. She asked them to see how things are with those on their list and to let her know if there are any problems.

**Action** All PCC members

## 11. Disability Audit

Claire Steel has been looking at this. Nick suggested that we concentrate on the concept of making everyone welcome in the church and enabling them to come in and out and to be comfortable.

The entrance door has been identified as a 'pinch point'. A toilet in the church would be a great asset. This requires someone to visit other churches and see how they do things. It was suggested that we could have "mystery worshippers" especially those with accessibility needs who can provide feedback on how well we are doing.

**Action** Claire to continue with the audit.

**12. Safeguarding** Nothing to report

**13. Health & Safety & Security.**

Peter J reported that it would be advisable to change the combination on the lock on the hall door to maintain security. This was agreed.

**14. Key Messages to publicise**

- What Jenny is doing as Bishop Henderson School Chaplain.
- Send out a news letter with good news stories highlighting all the recent developments.

Provide information to church members on what we are doing, what we want to do and how the rest of the church can help prior to a renewed promotion of the CGS.

**15. Date of next meeting** Tuesday 16 November 2021.

Signed : .....(Chairman)

Date : .....