

## Meeting of the PCC at St George's Church Centre Monday 22<sup>nd</sup> January 2024, 7pm

**Attendance of those to be recorded :** Mike Smith, Claire Otter, John Mayne, Linda Vogwell, Derek Harbottle, Liz Ashenden, Dave Hopkins, Liz Hopkins, Louisa Messenger, Pat Hartwell, Karen Leach

### Agenda

1. **Prayers**  
The meeting opened at 7pm and started with prayers.
2. **Apologies**  
Apologies were received from Ally Morgan and Lizbeth Harbottle.
3. **Approval of minutes from PCC meeting held on 20<sup>th</sup> November 2023**  
Proposed by Liz Ashenden, seconded by John Mayne. **Vote: unanimous.**
4. **Actions/Matters arising (incl. from previous PCC minutes)**
  - a) PCC Secretary – we need to find a new secretary as soon as possible. If you can think of anyone, please let Mike know.
  - b) Community Garden – the Community Working Group consists of Claire Otter, John Boulton and Dave Hopkins. We need to agree on a name for the garden and we need it to be a worship space as well as a garden. Mike has not yet heard from the Diocese regarding his proposed plan for the garden.
  - c) 100 Club – Mike advised that the 100 Club has been cancelled before the January 2024 draw takes place. The income for 2024 is approximately £380 and the outgoing prizes are £360, therefore it is not feasible to run for 2024. Rita Fix to return all monies paid by members for 2024. If we want to run a lottery in the future, we need to re-invent a different format and re-brand. To be considered later in the year.
  - d) Christmas feedback and reflections
    - Christmas Fair – good turnout, great atmosphere. Big 'thank you' to Ally Morgan who did a fantastic job organising the fair and raffle; she went over and above in her organising of this. She did many more hours than she was expected to do. She has contact lists, spreadsheets etc prepared for this year. Mike and Ally have had a feedback meeting: working out the positives/negatives to use for the organisation of this year's fair.
    - Christmas Tree Festival – well attended, lovely Christmas atmosphere. Flyers were handed out to visitors with the Christmas

programme on – good opportunity to let non-regular worshippers know all the services over the Christmas period.

- Carol Service – lovely service, went well.
- Carols by Candlelight – numbers were down. We need to advertise more for this service. Also, noted that this year it was a school night, so may have contributed to lower numbers.
- Crib & Christingle Service – the church was full, great atmosphere. It was 'magical'. There were lots of people there that don't normally come to church.
- Midnight Communion Service – Louisa said Mike gave a fantastic reflection and it resonated with other people she knew at the service.
- Numbers up significantly, shows good promotion.
- Practical consideration : we could have an organist play at Midnight Communion, if it took place earlier, as the service currently finishes at 1.00am. It was pointed out that then it's not really 'Midnight' Communion if started at 8.00pm or earlier. Also, we then may get strangers arriving at church at 12.00am to find it closed, leading to disappointment. No conclusion was made regarding future time of Midnight Communion.

#### How do we retain people's interest in our faith?

People attend at Christmas through tradition, and we need to find a way to create faith for them. Possibly, an Evangelical ALPHA course : Love, Christianity, Friendship. Ask guests to bring neighbours. January could be a good month to do a course due to many people feeling sad after the Christmas period. Notices would be handed out at Christmas services to advertise a course as a 'New Start' for the year. Mike advised there is a 5-week pre-Evangelical course called RESOLVE that would suit this theme. This is to be considered for January 2025. This course could then lead onto an ALPHA course later in the year.

What elements of the Crib Service can be used at other services e.g. Harvest, to encourage more people to attend? What would make other services accessible to people that would normally only come to church once or twice a year?

We need to try to make church a part of people's routine.

For the last three weeks' 10.30am Family Worship Service, good numbers have attended. We need to ask ourselves : Why are people staying? How can we improve on this? We haven't got the whole answer yet; we need to work on it.

- e) Open PCC invitation: Monday 18<sup>th</sup> March 2024 – Mike wants us to invite other worshippers. Bring along a good representation of someone that could be a member of this PCC. NB: They need to have been on our electoral roll for at least 6 months and must be baptised. Mike said that they could be co-opted if they are not on the electoral roll.

## 5. Finance Report

See Treasurer's 2023 General Fund Account (Appendix 1).

- The balance of the 2023 Parish Share has now been paid.
- Derek has written to the Deanery Parish Share Officer with our 2024 commitment. He has not yet received a reply.
- Figures highlighted in yellow mean Derek is still working on the exact amount of this figure.
- There is a deficit of £1,500.00 for 2023, therefore Derek wants to transfer £2,000.00 from church Charity Account to the General Fund. **Proposal : transfer £2,000.00 from church Charity Account to the General Fund to maintain balance. Proposed by Pat Hartwell, seconded by Dave Hopkins. Vote: unanimous.**
- £285.00 (£215.00 cash & £70.00 Payaz machine) donations from Christmas Tree Festival, all profit as no costs. Everyone was very generous with their donations for refreshments, particularly the Flower Arranging Team.
- Tea Dances run by Judy and Brian Baldwin brought in £1,300.00 in donations plus a further £780.00 (12 x £65.00) for hall rent for the dances.
- Musical Evenings also run by Judy and Brian Baldwin brought in £533.00.
- Derek to contact the accountant to sign off the 2023 accounts and put the 2023 finance report together for the APCM.

See Treasurer's 2024 General Fund Account (Appendix 2).

- The Parish Share figure of £59,080.00 is correct as that has been previously agreed.
- Expenditure – normal expenditure, based upon previous year.
- Need to fundraise £12,000.00 to break even on General Fund.
- Church Administrator and PCC Secretary paid minimum wage (calculations allow for increase of minimum wage in April 2024).
- Cost of electricity – slight increase from 2023.
- Note that our fixed rate contract for electricity and gas runs out 31/01/2025. 'Thank you' to Derek for having the foresight to fix the tariff for five years in 2020.
- We will further reduce the number of weekly Notice Sheets printed to reduce cost (approx. 4p per Notice Sheet) and support environment.

## 6. Buildings and Infrastructure

### Church Centre LED lighting quote (ongoing)

Mike explained that there is a voluntary community and social enterprise scheme that we could apply to for a grant for LED lighting in the Church Centre. There would need to be an assessment and then an application for funding to be completed. Mike asked if anyone would volunteer to complete the funding application. There were no volunteers.

**ACTION: Mike Smith** to arrange assessment and complete funding application.

### **Church Centre hire and promotion (ongoing)**

Freda produced a flyer to promote the Church Centre – it's hiring availability and groups/classes that take place here – good promotion. Please hand them out to anyone that may be interested.

**ACTION: Karen Leach** to print more and distribute to library etc.

**ACTION: Pat Hartwell** to revive the Church Centre Committee and arrange to meet on a regular basis.

### **Church porch leak**

(Haydn Price, Noake Court, Churchdown Lane, Hucclecote, GL3 2LS, 07810 875800, haydnprice6@gmail.com)

Liz Ashenden advised that Haydn came back and looked at the leak and he tweaked it, and it appears to no longer be leaking. There was no cost to this.

**ACTION: Liz Ashenden** will monitor the leak and contact Haydn again if necessary.

### **Church security**

Linda Vogwell thinks that the UPVC back door is vulnerable. Derek advised that a survey for our building insurance that took place 4.5 years ago did not show a problem with the door.

The first internal door to the vestry (as you enter the church through the back door) used to be locked many years ago. Could this be locked again? However, there used to be lots of problems locking/unlocking this door because of the key/lock.

**ACTION: Claire Otter** volunteered to arrange a meeting with a PCSO to look at the security of the back door. **Liz Ashenden** to raise this issue at the next Deanery Synod meeting to get some general advice.

### **Quote for kitchen refurbishment**

The original quote we received was for £27,100.00 which was for an 'all singing, all dancing' kitchen. Gloucester Diocese will grant us £2,000.00 and the PCC will donate £700.00. Mike applied to Enover Community Trust for a grant of £25,000.00 and we have been awarded £20,000.00 from them. We, therefore, have £22,700.00 to spend on the kitchen. Once all the paperwork has been signed, we will have 6 months to complete the project.

**Addendum** - Subsequent to the PCC meeting, the grant figure and total budget were clarified. The amounts are £20,000 from Enover Community Trust and £700 from the PCC giving a total of £20,700. The £2,000 grant from Gloucester Diocese Mission Fund utilised to pay the 10% due to Enover Management Ltd. The Treasurer suggested that a further amount could be utilised from the Church Centre Maintenance Fund to bring the total budget up to £21,500 (nb. inclusive of vat).

Discussion ensued about the new facilities needed in the kitchen and were agreed upon as: hot water, dishwasher, cooker, fridge freezer, microwave, hot water dispenser, handwashing station, storage, flooring and possibly crockery.

We need a project manager – John Boulton and Claire Sandys have now agreed to manage this project.

Derek Harbottle advised that we have to generate a funding agreement.

**Proposal : Derek Harbottle (treasurer) and Michael Smith (vicar) are authorised to sign the funding agreement for the kitchen project (Enovert 1804). Proposed by Pat Hartwell, seconded by Liz Ashenden. Vote: majority agreed (no reply from John Mayne and Louisa Messenger).**

**7. Safeguarding**

Liz Hopkins has met with Mike Smith, and both have agreed that currently all our legal obligations are up to date.

**ACTION: Liz Hopkins** has some training to receive, which she is going to arrange and carry out and she has one individual to carry out a DBS check on.

Mike Smith advised that there was a safeguarding incident that took place on Wednesday 20<sup>th</sup> December 2023: A lady knocked on Mike's door after being dropped off in a van; she was angry and aggressive. Mike contacted Gloucester Diocese Safeguarding Team and they advised him to contact the police. Mike contacted the police and was given an incident number. This incident has been fully documented by us in line with safeguarding rules.

**8. Deanery Synod report**

Liz Ashenden advised that the Deanery Synod have not met since the last PCC meeting.

**9. Any other business**

Discussion ensued about making the role of Churchwarden more appealing. We need to produce a profile of what the role entails and perhaps in the short term take away some of the legal activities (legal activities to be done by Mike Smith) to make it more attractive for a volunteer to take on this role. To be discussed further.

**Dates of next meetings:**

- Standing Committee meeting**  
Monday 19<sup>th</sup> February 2024, 7pm, C/Centre
- PCC meeting (open invitation)**  
Monday 18<sup>th</sup> March 2024, 7pm, C/Centre
- APCM**  
Monday 29<sup>th</sup> April 2024, 7pm, C/Centre
- Visionary meeting as new PCC**  
May 2024