Minutes from 13 March 2023



Minutes of the meeting held on Monday 13 March 2023 in the Blue Room.

Attendees	\checkmark	Adam	×	Geoff	\checkmark	Katy	\checkmark	Sue	\checkmark	Vicki
	\checkmark	Anna	×	Giles	\checkmark	Liz	\checkmark	Tamsin	\checkmark	Tim L
	✓	Fleur	√	Gordon	✓	Jon	✓	Rob		

Ref	Discussion / Decision / Action	Owner				
I Int	I Introductions					
	Opening prayers Were delivered by Rob.					
1.1	Apologies for absence					
	Apologies were received from Giles & Geoff.					
1.2	Minutes of the last meeting The PCC accepted the minutes of the meetings held on 9 January 2023 and 6 February 2023 If you find a correction in future minutes, please email pccsecretary@httchurch.org - we won't go through minutes in detail in future.					
1.3	Matters arising from the minutes on 9 January 2023					
	We no longer use Microsoft To Do and are moving to a web-based system called Trello; more details soon					
	Disability Access Audit – key for Blue Room outer gate is now on hook in Blue Room; break glass box on order					
	Induction loop is not working – remedy in hand All PCC members now have a set of keys for kitchen door and inner office					
	door					
	🕆 Eco Pod project is an agenda item					
	Chancel roof leak – the minute was expanded to give more details and the topic is an agenda item					
	Safeguarding – Georgia needs to tell us who the Creche volunteers are; Vicki to talk to Georgia					
	Training – thank you to all the people who have done their training					
	Matters arising from the minutes on 6 February 2023					
	Following some guidance from the Safeguarding Team in the mothership, we have removed School, EcoChurch and Gardening from notifiable church activities					
	2 For approval					
2.1	PCC accounts 2022 were presented by Jon and unanimously approved					
2.2	PCC budget for 2023 was presented by Jon. Agreed to uplift the organ/piano budget to £350 and the maintenance budget to £20,000 to take into account the chancel roof leak repairs.					

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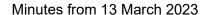


Ref	Discussion / Decision / Action					
	Post meeting note: we agreed in principle to have the clock repaired so might need to increase maintenance budget to about £30,000.					
2.3	Church furniture We asked Lucy to take a look at the church meeting room furniture and suggest a way forward. She presented her views to the meeting by sending a summary in advance. The view of the PCC is as follows: Children's chairs − go ahead with the purchase at £702 Table storage − hold Children's tables − hold Chair trolley − not decided It was suggested that we might try to find another place to store the tables or another mechanism to secure them. Jon also explained 'At work, we donate a lot of furniture to this company https://www.warp-it.co.ulk/pricing.aspx who then distribute it to charities. It looks free for us to sign up to, so I wonder whether it's worth us signing up. Even if it's not for this set of requirements, it might be something we could use in the future.' Tim agreed to meet with Lucy to discuss issues and come back to the PCC.					
2.4	Whistleblowing policy We receive "guidance" from the mothership about the various policies that we need. This policy was noted as being comprehensive [complicated?] but was approved. It is our plan to put all of our formal policies on our website.					
3 For	discussion					
3.1	Parish profile ¹ Version 9 has had all comments included, and vicarage floor plan included. Draft has now gone to Jonathan for his perusal and a draft of the Bishop's introduction ¹ Adam and Giles volunteered to sort out photos and have a stab at improving the look of the document	Jonathan Adam/Giles				
3.2	Quinquennial inspection report ↑ Read the summary South side roof will need re-slating perhaps within 5 years ↑ Tower hatch cover is heavy – is there a way of making it lighter? ↑ We will arrange a Fabric Team meeting to discuss report recommendations South side aisle ceiling repair is on the move and will need repairing again; we will contact Michel Wolfe to see how much it will cost.	Giles Anna				
3.3	Eco Pod programme ↑ Three of us met the DAC onsite recently ↑ We were underwhelmed by their reaction ↑ We will wait for their letter and suggestions following their meeting due on 17 March					

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3.4	Chancel roof repairs We have agreed to fund the first phase of this					
	 Mandy Lorenz has accepted the proposal from Roberts Roofing A start date is being chased 					
3.5	Clock repairs Tim circulated a proposal from Gillett & Johnson to repair the clock Cost will be £7838 − but the quote is just over a year old so Tim will get another one We agreed in principle to go ahead with the repair					
3.6	DBS checks for PCC members ↑ All PCC members need to have an enhanced DBS check Lucy has circulated an email of what needs to happen Thank you to those who have started					
3.7	 Interregnum issues The service reading should have the gospel introduction PCC rep to go up to altar after the peace, close the gates and stand quietly to one side The Archdeacon is coming to do a couple of services for us − Pentecost I think We should have service times on the notice boards We need to clarify Sunday School instructions with any visiting clergy 	Lucy Lucy Katy				
3.8	 Coronation of King Charles 3 A question was raised asking if we were going to do anything for the coronation One suggestion was that we open the church on Saturday morning and live stream the coronation event to the church monitors; people could bring a picnic and a bottle of their favourite tincture Agreed that was a very good idea Tim to check if Karate with Tony is going ahead 	Tim				
3.9	Gardening gang Please help Paul with gardening if you are able on the published dates Katy made the excellent suggestion of asking Paul what jobs could be done if people did gardening on their own Tim will ask Paul about this	Tim				
3.10	Progress report – children and young people Nothing specific to report.					
3.11	Progress report – improving the building Several items discussed and routine maintenance going ahead.					
3.12	Progress report – renewing socials Nothing specific to report.					
3.13	Progress report - music and worship					





Ref	Discussion / Decision / Action					
	Nothing specific to report					
3.14	Progress report – links with school					
3.14	Nothing specific to report.					
3.15	Progress report – community outreach					
3.13	Some discussion about this.					
4 For	information					
4.1	Treasurer's report received					
	Various documents were circulated in advance of	of the meeting.				
4.2	Fabric concerns					
	The hearing induction T-loop is not working. We have a sign on the wall saying we					
	have a loop and we have been asked about it. Ti partner organisation called Contacta to carry or					
	out charge is £130 + VAT plus some time onsite					
	Agreed to go ahead with this.		Tim			
4.3	Communications received – nothing received					
4.4	Safeguarding					
	Lucy circulated the summary report from the Safeguarding Parish Portal.					
	Future meeting dates					
	2023	2024				
	9 Jan – chair Vicki 10 Jul – chair Tamsin					
	13 Mar – chair Katy					
	8 May – chair Giles 13 Nov – chair Adam					
	?? May APCM – chair Rob					
	NOD					

NB: The APCM might be in April or May; after it a meeting is held after the 10:30 service and AGM to vote in PCC members and officers