


Minutes of the meeting held on **Wednesday 13 March 2024** in the **Blue Room & via MS Teams**. The meeting was chaired by Jon Beeson.

Attendees ✓ Adam ✓ Giles ✗ Liz ✗ Tamsin
 ✗ Anna ✓ Gordon ✓ Rob ✓ Tim
 ✓ Fleur ✓ Jon ✓ Simon ✗ Vicki
 ✗ Geoff ✓ Katy ✓ Sue

Ref	Discussion / Decision / Action	Owner
I Introductions		
	Opening prayers Were led by Rob	
1.1	Apologies for absence Apologies were received from Anna, Liz, Vicki & Geoff	
1.2	Minutes of the last meeting The PCC accepted the minutes of the meeting held on 8 January 2024 If you find a correction in future minutes, please email pccsecretary@htchurch.org - we won't go through minutes in detail in future.	
1.3	Matters arising from the minutes Please see item 4.4.	
1.4	Trello This is the system we use to record actions from past PCC meetings. This means that we have a record in one place of outstanding actions, actions in progress and actions completed. The system owner will circulate a PDF summary of what is in Trello periodically.	
1.5	Room hire price rise The room hire prices were increased in 2024. On off hires from 1 January and regular hires from 6 May. The regular hirers we all very positive and supportive and I have put a copy of their comments at the end of these minutes. Simon thanked Tim & Lucy for keeping the hirers happy.	
2 For approval		
2.1	Resolution – Louise Edwards. Approved by all present.	
2.2	Electric hand driers. Approved by all. 	
2.3	Resolution – Safeguarding Serious Incidents Reporting. Approved by all.	
2.4	Parish Safeguarding Audit report for 2024 was received.	
2.5	Parish Safeguarding action plan for 2024 was approved.	
2.6	Safeguarding policy statement. Approved by all.	
2.7	COSHH policy statement. Approved by all.	
2.8	Annual Accounts for 2023. Approved by all.	

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2.9	Lucy pay rise. Approved by all.	
3 For discussion		
	Progress report – children and young people	
3.2	<ul style="list-style-type: none"> ✚ Sunday School is now on the 1st Sunday as well as 2nd and 4th ✚ Attendance is getting better ✚ Duke of Edinburgh volunteers are doing a great job ✚ Youth Group is a fun session and currently running once a month 	
	Progress report – improving the building	
3.2	<ul style="list-style-type: none"> ✚ The new audio has been fitted in the Green Room ✚ Giles had circulated a PowerPoint slide deck with suggestions for improving our audio-visual equipment. <ul style="list-style-type: none"> ○ HDMI Matrix @ £130-£150. Approved by all ○ Two 27” monitors @ £320. Approved by all ○ PTZ/NDI cameras @£1800. Approved to go ahead with faculty ○ Vicar’s IT kit. £1000 already approved, possible overspend by £70 to £110. Approved by all ✚ Big boilers. Four companies had been approached for a quotation. Two have replied so far and visit next week. 	
	Progress report – renewing socials	
3.3	Brief discussion about a quiz night but we are coming up against School PTA events. It will be better if we can work on joint events with the school. We need a working group made up of people from the church and people from the school/PTA to discuss joint events.	
	Progress report – music and worship	
3.4	Nothing specific to report.	
	Progress report – links with school	
3.5	Getting better.	
	Progress report – community outreach	
3.6	We need a communications strategy so we can publicise what we do to the wider community. It was suggested that a small working group was needed and Paul Butler should be asked to be on it.	
4 For information		
	Treasurer’s report received	
4.1	<ul style="list-style-type: none"> ✚ Jon circulated a financial summary prior to the meeting. Highlights include: <ul style="list-style-type: none"> • We made a 20k deficit in 2023, against a planned deficit of 18k. • We ended the year with 281k in our bank/savings accounts. • If you remove the investment income (interest from our large savings), then we made a deficit of 32k in the year. • Main reasons for deficit: 	

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	<ul style="list-style-type: none"> ○ Common fund was 7k higher than in 2022 ○ Utilities were 10k higher than in 2022 ○ Building maintenance/works costs were 5k higher than in 2022 ○ Planned giving was 8k less than in 2022 <p>✚ We plan to run a fundraising campaign in September 2024</p> <p>✚ We will put an item in the Annual Report about the cost of running the church</p> <p>✚ Jon will prepare and circulate a draft budget for 2024</p>	
4.2	<p>Safeguarding</p> <p>The Safeguarding Summary from the Diocese Dashboard was circulated for information.</p>	
4.3	<p>Communications received</p> <p>Bishop Emma has offered to run a confirmation service but in 2025.</p>	
4.4	<p>Trello</p> <p>Time did not allow us to review this in detail. We will look at it in more detail at the next PCC meeting.</p>	
4.5	<p>PCC dates and times</p> <p>A paper had been circulated suggesting that the meetings move to a Wednesday. The start time was also discussed and it was noted that although the advertised start time is 8pm it did not get going until 8.15pm. In future the PCC meetings will be advertised with a start of 7.45pm and will get going no later than 8pm.</p>	
Future meeting dates		
	2024	2025
	<p>8 Jan – chair Fleur</p> <p>13 Mar – chair Jon</p> <p>28 Apr – this is the APCM meeting; chair Rob</p> <p>8 May – chair Sue</p> <p>3 Jul – chair Geoff</p> <p>11 Sep – chair Liz</p> <p>6 Nov – chair Katy</p>	<p>8 Jan – chair Vicki</p> <p>5 Mar – chair Katy</p> <p>27 Apr – this is the APCM meeting; chair Geoff</p> <p>14 May 0 chair Tamsin</p> <p>9 Jul – chair Giles</p> <p>3 Sep – chair Adam</p> <p>12 Nov – chair Simon</p>

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



These are a selection of comments I have received following the notice of fee increase. I delayed the increase to 6 May to give them some wiggle room.

Margaret, Flexercise	●	Very happy to contribute to increased costs!
Danielle, Baby Ballet	●	Completely understand and thank you for letting me know.
Laura Tracey, Piano	●	We really appreciate being able to hire at Holy Trinity and are happy with the fee increase.
Graham, Depression Alliance	●	Absolutely fine with me, totally understand this. Thanks for your continued support of our group.
Kasia, Barre Concept	●	No problem from my side. Still up for Tuesday nights if you ever get slot freed.
Tony, Karate	●	Noted thank you.
Jessica, Just Imagine Ballet	●	Thank you for explaining Tim. Completely understand. Not a problem for us.
Alena, Richmond Piano School	●	Hello Tim, Ok, thank you for letting me know.
Lucy, Welcome Pilates	●	Hi Tim, Thank you for sharing this, I completely appreciate you needing to increase the prices.
Lee, Boundless Dance	●	Thank you for letting us know. It's a hard time for all, so appreciate the small increase. If the church ever does a fundraiser then please let me know as would happily donate some time and dancing to the cause.