

**St Andrew's PCC Meeting**  
**Monday 22nd July 2019**  
**7.00pm Rectory Garden (Medstead)**

**In attendance:** Revd Canon Ed Pruen **EP** (Chairman), Diane Balchin **DB**, Gay Howard **GH**, Sarah Bankhead **SaB**, Sarah Rees **SR**, Stephen Blackshaw **StB**, Sharon Blackshaw **ShB**, Anne Lofthouse **AL**, John Lofthouse **JL**, Wilma Hainsworth **WH** and Logan Colbeck **LC**.

1. **Opening Prayer**

2. **Apologies for absence:** Carol Fuller, Yvonne Haigh and Patrick Busby.

3. **Faculty Update**

Quinquennial Report provides details of what is required with the relevant priorities. The extent of the work to be undertaken has made the detailed report for the faculty complex and the timescales for completion by 31<sup>st</sup> August unachievable with the possibility of preparing two faculty requests. Work continues with a stretch target for completion by the October submission.

The PCC noted the necessity to review the heating requirements for the church (Oil versus other methods) which is an on-going activity.

There is an aim to complete the work in preparation for the next scheduled wedding in May 2020.

**Decision:** Funding for the Electrical Inspection and Report is approved (necessity for the insurance). Proposed by SR and Seconded by ShB.

4. **Adoption of the Health & Safety Policy**

LC prepared and presented an organisational arrangements policy along with related reference documents. The PCC thanked him for his work. He agreed to continue this work by undertaking more specific policies such as working at height and first arrangements etc.

**Decision:** PCC approved the policy and related reference documents.

Invoice for the five new fire extinguishers received by Treasurer £688.82.

**Decision:** PCC agreed to this, funding 4/5ths from the Fabric Fund and the remainder being Hall expenditure.

There needs to be a nominated person for First Aid Arrangements and it was suggested we investigate who has the relevant skillset and is willing to undertake this responsibility.

5. **Risk Management Report Update**

This was circulated to the PCC and highlighted three key priorities

- 3 x Lightning Conductors – these were checked and passed inspection
- Working at height – LC to prepare policy

- Electrical Inspection & Report – we have 6 months to do this and the PCC agree to go ahead with this see Faculty Update earlier.

It was noted other work also needs to be undertaken such as guttering and key register, however this are either underway or planned to be undertaken.

**Note:** The PCC are deeply concerned by the existence of asbestos within the Church and are pleased the situation is now being actively managed accordingly.

## 6. Finances

The 2018 accounts were adopted by the PCC subject to several retrospective entries being made.

It was agreed the Fabric Fund would settle:

- 4/5ths of the Fire Extinguisher Bill (£688.82)
- Electrical Inspection & Report in full
- Lightning Conductor Testing (£174.00)

## 7. FOSAC (Friends of St Andrew's Church)

The current FOSAC Fund has a total of £16k which has not been utilised for some time.

Friends of Churches usually work in one of two ways either as a subcommittee of the PCC or as an independent committee with PCC minority representation.

It is proposed the FOSAC is renewed following the latter method to promote interest in maintaining, improving, replacing and restoring the building, fabric and foundation of the church. The PCC representatives will be the Church Wardens.

**Decision:** PCC were all in favour of this suggestion and it was formally proposed by ShB and seconded by GH.

## 8. Bench/Tree – Collection by Castle of Comfort re: Eileen Charlesworth

The Castle of Comfort held a collection in remembrance of Eileen Charlesworth and asked whether the Church would prefer a bench or a tree commemoration. The PCC preferred a bench, however it was agreed the Parish Council would need to be consulted before a decision could be made.

## 9. AOB

LLM Licence Holders – During her annual appraisal, CF told EP that she is not requesting that her License be renewed by the Bishop when this comes up again at the end of October. She has two preaching engagements prior to that. EP expressed his gratitude for all she has done in this capacity over the years, and it is hoped that she

will be able to put her energy towards building up a benefice choir. She will be LLM Emeritus. Charlie Shaylor is moving to the Cotswolds and may not be renewing his licence when it expires.

Ingrid and Peter Owen–Jones have the Bishop's Permission to Officiate in the Diocese and in particular across the benefice here. This has been very well received. They are able to undertake services such as baptisms, weddings and funerals. However, as retired self supporting ministers they are unable to accept the proportion of parochial fees for their ministry.

It was proposed flowers are sent to Yvonne Haigh following her major operations to wish her a speedy recovery.

Remembrance Day Service – it is proposed we hold a similar service to last year and several participants have been approached to attend eg, John Lofthouse to sing.

Energy Contract – This is due for renewal in November 2019 and on previous occasions StB has undertaken the research to identify the most cost effective option. He has offered to do this again and the PCC have agreed giving their thanks.

8am Bells – it was brought to the attention of the PCC that some of the community living close to the church are unhappy with the bells being rung at the 8am service. After discussion it was agreed to a compromise of reducing the ringing from 15 to 5 minutes prior to the service.

Thanks – EP wanted to formally thank the new Church wardens (SR & AL) for all their hard work the new role has required, as well as WH in her role as Treasurer. It is noted the amount of work is far more than initially anticipated and their commitment is appreciated.

Meeting closed at 8.30pm.

Next meeting: 10th September, 7pm at the Hub