

# St Andrew's Church, Medstead

## PCC Meeting Minutes : 11<sup>th</sup> January 2022 - 19:30hrs: 8 Abbey Road

Attending: Debby Barnes (DB), John Lofthouse (JL), Sharon Blackshaw (SB), Kerry Prior (KP), Jackie Jurd (JJ), John Marriott (JM), Paul Shaw (PS)

### 1. DB opened with a prayer for growth at 19:40hrs

### 2. Business of appointing new members:

- Anne Lofthouse (AL): Proposed JJ, Seconded KP
- Ian Jurd (IJ): Proposed JM, Seconded JL

### 3. Meeting opened at 19:45hrs

### 4. Apologies were received from Patrick Busby (PB)

### 5. Matters Arising: PS

All had been covered off/or to be discussed as AOB and the previous minutes were duly agreed and signed.

### 6. Church Wardens Report: DB

DB reported that services were going very well and are now agreed for the period up to and including Easter Services. Comments had been fed back that the first service in January was the best they had received in the many years they had been attending St Andrew's Church. It was also commented that the 8am service during really horrid weather had been attended by 11 people. The Café Church and the Candlemas services on 4<sup>th</sup> and 5<sup>th</sup> Sunday this month are eagerly awaited.

### 7. Treasurer's Report: JM

JM reported on the various activities completed to date and detailed activities still to complete to ensure the year's accounts were ready for the auditors.

- Following signatory change JM can now sign all bills and a vote of thanks was made to Sarah Rees for her continued support in this activity. BD, PS and SB were now to be added with AL, IJ and any other signatories to be removed.

- Charitable donations were due for payment to the sum of £2,100.

- The accounts were in good health with an anticipated balance of £87k following work to be completed on receipts and a small element of Weddings and Funerals to investigate and tally. Thanks were given to the PCC and church helpers as it was being run well with good reserves.

- Preparation for the audit was well underway and the following activities were to be completed; Collation of donations (that had moved to dual count), Gift aid to be claimed by 30<sup>th</sup> March.

- Church Mission fund was debated as there is a requirement for an increase of 9.3% yoy despite having a much-reduced provision now that we are without a priest. A reduction for this year should also be sought as Wilma had delivered for last year.

**Action – JM to seek reduction in CMF provision for Medstead.**

- Vote of thanks given to Wilma, Ian and Sara.

**Action – Secretary to send a letter of thanks to all.**

- The effect of the anticipated inflation on energy supplies, etc was discussed in relation to hall rental rates. It was agreed that the Village Hall should move first with the PCC reviewing the Church Hall position and alignment then. The PCC were loathed to increase yet as they moved to £12/hour less than a year ago.

- **APCM date was debated and agreed as 10<sup>th</sup> April following 11am Palm Sunday service at c12:30.**

Following signatory changes to the Nat West current account, JM can now sign cheques. He also has internet banking access. DB, PS and SB will now be added and WH, DH and SR will be removed. A

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vote of thanks was made to SR for her continued support during this interim period. A vote of thanks was also made to WH and DB for the work they did of church finance during 2021.

## **Action – Secretary to send letters of thanks to SR, DH and WH.**

An updated statement is being prepared for CCLA regarding current PCC membership. All PCC members will become Trustees of the church charity, and a subset will become signatories for the savings account. JM is organising his own signatory access after which DB and PS will also be added. All other existing signatories will be removed.

Charitable donations were agreed for payment to the sum of £2,100.

Looking ahead, in 2022, aside from the usual matters, £12k has been earmarked for the porch upgrade and £10k for the hall toilets. This leaves £86k available.

The impact of inflation was discussed. Charges for 2022 were reviewed. Hall fees were revised last year and given that some organisations struggle with funding it was agreed to keep them 'as is' for now. The CCLA savings account is held in a cash fund yielding just 0.039% interest. This needs review bearing in mind that inflation is set to reach 5%.

A 9.3% increase in Church Mission Fund contribution to £26,326 has been requested. That is not as significant as might first appear as last year it dropped 7%. so overall it represents just a 1.7% increase on 2020. Given that this is a request as opposed to an obligation the situation was accepted although the meeting reflected a general sense of disappointment given that we now receive a much-reduced service provision as we are without a priest.

JM requested that the PCC consider the appointment of a person with specific responsibility for Gift Aid and communications with the congregation. There is a whole year's Gift Aid which needs to be processed before 31<sup>st</sup> March, possibly worth as much as £2k. Given the effort needed on the 2021 accounts JM does not have time available. There have been a number of generous donations of late which need to be acknowledged. Furthermore, the church is substantially funded by voluntary donations, and it is hoped that stakeholders will see fit to review their support during 2022. Given that JM rarely attends he felt this activity should be covered by a regular member of the congregation. DB agreed to take on the liaison role.

## **Action: Nominations to assist JM in day-to-day financial activities sought (All)**

JM is moving as much financial activity on-line as possible so as to facilitate a bill-paying service over the summer.

### **7a. Church Hall Toilet update:**

- Ian Hainsworth kindly shared a report to update the PCC on progress to date. All materials ordered were delivered prior to commencement and the work started on 4<sup>th</sup> January on schedule and was continuing well with anticipated completion on 14<sup>th</sup> January. Ian had been keeping in regular contact with the contractors and sub-contractors and it was agreed that Ian should be re-imbursed monies now and to pass on our thanks.

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## 7b. Porch Refurbishment:

- David Hayward kindly shared an update on the various works due to be carried out on the porch commencing Monday 17<sup>th</sup> January. The report also suggested that during the pre-work review that slight amends to the works were needed however any oncost would still be covered by the budget requested. Our thanks are passed on to David.

## 8. Church Hall Report: SB

- SB shared a report on the Church Hall showing that it was being well used despite the pandemic with 10 regular hirers for various activities for adults and children and that there were frequent one-off requests for parties and meetings. The Hall has delivered c£7k to the funds over the last year/Part year (due to COVID).

- The Hall cleaner, Maxine, had resigned however a local resident **Marion Rogers has agreed to replace her from 15<sup>th</sup> January**

- Ian Hainsworth has agreed to take on the role of Safety Officer and SB is keen for a small management committee to be set up to help deal with all its affairs.

**Action: Hall Management Committee nominations to SB (All)**

## 9. Social Report: SB

SB shared a report detailing the activities in the limited programme (due to pandemic) for 2022:

- **Quiz Night – Saturday 5<sup>th</sup> Feb**

- **Musical Evening – Saturday 19<sup>th</sup> March** was debated and it was decided to move the date to **Sunday 20<sup>th</sup> March** (to prevent a clash with Six Nations Rugby event) N.B. Flyer shared by PB.

**Action: Stage to be set in Church before Sunday Communion Service (All)**

- **French Musicians' Music Recital – Saturday 14<sup>th</sup> May**

- **Bereford's Open Garden event – Weekend 6<sup>th</sup>/7<sup>th</sup> August** for serving tea and cakes

## 10. Music Report: PB

- PB shared a report that St Andrew's Choir had been up and running since August 2021 and although most regular choristers had returned, we are down in numbers and **new members are always welcome.**

- Nine Lessons and Carols Service (organised by Ingrid Owen-Jones) had gone very well this year with a choir of 12 singers who sang an anthem, and the Guides & Brownies also played a medley of carols on handbells.

- Patrick and the Choir hope to continue servicing 1<sup>st</sup>, 3<sup>rd</sup> and 5<sup>th</sup> Sundays at St Andrew's Church as per the current rota and will be preparing anthems for Good Friday and Easter Sunday in due course.

- We welcomed the inclusion of a more modern hymn in a recent service and wondered if similar could be arranged for future services as third hymn.

- We also thoroughly enjoy the post service organ playing however the congregation should feel free to move around/leave during the playing.

**Action DB to discuss third hymn choices with PB**

## 11. AOB: (All)

### 11a. Benefice reorganisation (carried forward from Matters Arising).

- Alton re-organisation meeting being held at Bentworth Weds 12<sup>th</sup> Jan at 6pm. DB and AL to attend to hear the message imparted by Andrew Mickelfield.

**Action: DB/AL to share feedback from Bentworth meeting**

- Meeting for Medstead and Four Marks with Archdeacon on 18<sup>th</sup> January. An email from Rev. H W had been sent earlier this evening (11<sup>th</sup> January). This is to be shared with PCC members so that comments can be shared back to those attending the meeting (DB, JM, IJ)

**Action: IJ offered to share the email to the rest of PCC (IJ)**

- It was discussed and agreed that when a plan is known, this should be shared with the congregation and other regular helpers with the Church to hear their views as our position is not

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yet agreed. Discussion of a newsletter or pew sheets ensued with a copy of Adrian's pew sheet to be replicated.

**11b. SB** raised discussion around **Good Friday series of poems service 2pm-3pm** where everyone could take part. This was agreed.

**11c. SB raised Compline**; 15 minute prayer services on evenings of Holy Week (Mon, Tue, Wed). Agreed and need to be organised.

**Action: IJ and JL to organise**

**11d. JL raised use of church bells outside of usual services** e.g. Midnight Mass and 8am Holy Communion. Discussion ensued and the following was agreed:

- Midnight Mass: to continue as is
- 8am Services: Move from 15mins x 2 bells to 5mins x 1 bell

**Action: IJ to email change to David**

**11e. PS/KP raised Church signboard condition** not being as welcoming as it could be. It was agreed to blank out the centre panel (that is open to the elements), use 1 side for posters, events, etc. and the other to be used for Church notices, services, etc.

**Action: IJ to blank out centre panel**

**11f. IJ raised query on Christmas Tree lights.** IJ had left the top set of lights in the tree last year as they were very high up, safe to be left in the tree and difficult to see and remove. In setting up the lights this year IJ noticed that the top set had been removed. None of the PCC new about their removal.

**Action: IJ to follow up with Iain and David to understand if they knew anything**

**DB ended the meeting with a prayer and The Grace was said.**

**Date of next meeting: Tuesday February 8<sup>th</sup> – venue tbc**

**Meeting closed at 22:07hrs**