

# St Andrew's Church, Medstead

## PCC Meeting Minutes: 15<sup>th</sup> March 2022 - 19:30hrs: Bumbles, Five Ash Road

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

### 1. DB opened with a prayer and blessing at 19:40hrs

2. **Apologies** were received from John Lofthouse (JL), Patrick Busby (PB)

### 3. Matters Arising: PS

Actions from the previous meeting were discussed and agreed as complete save for the two following points:

- IJ: Quotes for Church Hall refurbishment work – In Hand
- PB: Inexpensive cushions for the Choir – In Hand

The minutes from the last meeting were agreed and duly signed.

### 4. Church Wardens Report: DB

DB reported that services continued to go well at St. Andrews and that she hoped the congregation continues to grow and maintain the happy environment that it is known as. DB thanked PCC members for their continued support and hard work especially in generating the End of Year Accounts at Gift Aid claims. Discussion ensued on services at St Andrews, in particular for Maundy Thursday's preacher. It was agreed to be Brian Pritchard

#### **ACTION: DB offered to pass this message on to COGS to prevent confusion/dual attendance**

DB mentioned that Bishop David will be attending the 6pm Service at Bentworth. DB also mentioned that St Andrew's requires a Deanery Synod Rep, who doesn't have to be a member of PCC.

Note: DB shared that Arch Deacon Richard Brant wants us to start trialling with COGS straight after Easter officially. This will be a trial for 6 months prior to a decision being made.

DB also raised that a new course for Bishop's Permission to Preach was now open for applications, with an 'information evening zoom call' available to interested parties on Wednesday 27<sup>th</sup> April 19:00-20:00.

### 5. Treasurer's Report: JM

JM reported that it was easier to perform his role now as working 'hand in glove' with other members of PCC, especially SB, for which thanks were given. JM shared an electronic report covering the first quarter of 2022, stating that all previous cash issues had now been resolved and that St Andrew's delivered a small operating profit of £1,687.64.

Pledged monies and allocated monies were briefly discussed, together with the Quinquennial Report and the Re-ordering Elements for St Andrews. These, together with the running costs for the next 2 years need to be included when drawing up the budget and plans for next year's budget and allocation of St. Andrews funds.

#### **Action: Provisions are required for each area are to be prepared that include a 20% contingency provision. IJ offered to head this. Proposer PS, Seconded DB**

It was noted that FOSAC funds were specifically meant for St Andrew's building renovation/restoration. It was also noted that social events should be headed as specific FOSAC fundraising.

Note: A new FOSAC committee needs to be set up for Bill, Christina, etc.

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Cash for Weddings and Funerals was mentioned, and PCC were reminded that IOJ was the contact for Weddings and that any bookings should be shared with all PCC members to ensure all aware and to minimise confusion.

Cash Management was discussed and was working well however a slight change was requested to the Sidesman Sheets in respect of Gift Aid. If no name and address is present on the envelope then the donation is to be recorded as 'Cash' not 'Env' as it will need to be claimed as part of GASDS rather than in the Main Gift Aid claim.

**Action: IJ/DB to pop a note into the Vestry for the Sidesmen.**

Stakeholder management was discussed and understood however during these unsettled times it was felt that this would be allowed to run its true course

## **6a. Church Hall Report: SB**

SB reported that there had been a problem with the lock that we were grateful that IJ had fixed. A couple of hires had reduced their hours a little, so this reduced income slightly. Advertising the availability of the hall for hire was discussed and it was agreed that SB could post on Next Door social media app. It was also discussed about posting an advertisement in the FourMarks News (Likely to move to FourMarks and Medstead News?)

## **6b. Social Committee Report: SB**

SB reported that the Musical evening for this weekend had sold 57 tickets and would like to raise the number to 80. The fundraising focus had been switched to provide to Ukraine. Tickets were still on sale for £12.50.

**Action: If attending, please bring a plate of finger food**

Future event:

- Lent Lunches: have been agreed again this year x4 (each Friday) commencing 18<sup>th</sup> March. These consist of Soup, Bread and cheese for a donation that will be given to different local charities following each event. Signs are erected on the fencing by the hall.
- Sat 9<sup>th</sup> April: Jumble Sale, Church Hall. Agreed to be run between 11-4pm following Slimming World Hire. Goods in should be delivered between 11-1.30pm. Sale starts at 2.30pm
- Sat 14<sup>th</sup> May: Music Recital by French Musicians, delayed from 2020
- Thur 2<sup>nd</sup>-Sun 5<sup>th</sup> June: Queen's Platinum Jubilee – flower team decorating the church in celebration. An afternoon tea in the church grounds to encourage people into the church is planned. Probably Sat 4<sup>th</sup> June.
- Sat 6<sup>th</sup>/Sun 7<sup>th</sup> August: Serving Tea and Cakes in Church House, Trinity Hill (Home of the Beresfords) in support of their NGS open garden weekend. Profits to be shared between NGS and St.Andrew's.

## **7. Music Report: PB was unable to attend, and no report was submitted**

## **8. Church Buildings/Maintenance - Various**

### **8a. Church Hall Toilet update:**

IJ referenced a list of unsatisfactory finishes to the recent refurbishment. IJ also shared JRS's response to the requests to rectify. None will be covered by the contractors as JRS suggested changes to spec were made by IH, who they described as the Project Manager, and that the project had been fully signed off by IH. Any problems should have been raised at the time. This has left the PCC with a dilemma on rectifying the issues at our own cost. It was noted that the project had been allocated to David Hayward, Ingrid Owen-Jones and Ian Hainsworth.

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**Action: Recommendation that Project Managers no longer sign off projects and that any changes to specification need to be sanctioned – Proposed IJ, seconded JM, carried unanimously**

**Action: Approval given to DH and IJ to affect necessary changes to the installation at a point that can be committed to.**

## **9. AOB: (All)**

### **9a. APCM**

It was proposed by DB, seconded by PS and carried unanimously that IJ will chair the meeting, if during the vestry meeting, IJ is elected as a Churchwarden again.

The APCM Report was discussed, and it was agreed that the same flow and layout would be used this year with all contributing the report elements to PS, who will collate.

**Action: PS to email a list of reports required to the PCC and other contributors from the congregation.**

Note: APCM report will need to be completed in the next 10 days or so as it should be published c 14 days ahead of the meeting with copies available at the rear of the church and sent to electoral roll by Ian Hainsworth.

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### **9b. Mothering Sunday: AL**

AL issued Mothering Sunday readings at the meeting and discussed the creation of Mothering Sunday Posies for the mothers attending the service.

Action: All readers to attend practice readings session at St Andrews 2pm on Saturday 26<sup>th</sup> March

Action: DB, SM, KP, JJ, AL to make posies at Church Hall c.2.30pm (following reading practice) to make posies bringing the following:

DB – Daffodils

SB – Elastic Bands/securing ties material

JJ – foil

All – greenery from the garden

The Grace was said.

**Meeting closed at 22:20hrs**