

## Minutes of the Meeting of the Parochial Church Council of St Nicholas Church Shepperton

Virtually on Zoom on Wednesday 11th November 2020 at 8:00pm

**Present :** John Child, Janice Wetherell, Kathy Hodge, Sharon Fish, Mark Steptoe, Pam Powell, Sylvia Carter. Maggie Hammond, Simon Sheldon, Margaret Bennet, Hilary Dyer, Guy Blythman, Doris Neville-Davies, Jo Child

Prior to the meeting the two Churchwardens were sworn in by the Area Dean, Fr Joseph Fernandes

**Apologies for Absence.** None

- 1) **Minutes of the Meeting of 22<sup>nd</sup> September 2020.** Subject to the following correction - Para 8 Line 2 should read Bill Rawcliffe not Bill Rawlins - the minutes were **agreed** and signed by the Chair.
- 2) **Matters Arising from the Minutes**
  - (a) Doris Neville-Davis reported that the electoral roll had reached 157 by the date of the APCM.
  - (b) Thanks were **recorded** to Peter Davis for chairing and providing the technology for the APCM.
  - (c) There had been no report for the PCM about the work on our link with Mozambique from the Coopers. This work needed to be included in the parish profile. Simon Sheldon agreed to work with the Coopers to supply details.
- 3) **Welcome to the PCC.** Janice welcomed both old and new members. The vacancies for places on the PCC had been three vacancies for a three year post and two for a two year one. Hilary Dyer and Sylvia Carter asked to do 2 years. Doris Neville-Davis asked about places for the standing committee. Kathy, John, Peter and Janice had been meeting weekly in the absence of the incumbent. The official Standing committee which met monthly consists of Churchwardens, Treasurer, Incumbent and Secretary. Doris thought that the rules said 2 members of the PCC should be on the Standing C. Maggie Hammond volunteered to sit on standing committee. This was **accepted**. There was a vacancy for Parish Secretary. Mark Steptoe volunteered to take PCC minutes if this would help in finding a Parish Secretary. This offer was also **accepted**.
- 4) **Safeguarding.** Susan Smith showed the diocesan safeguarding poster. The PCC was required to consider Safeguarding annually. Two different documents were available on the diocesan website. Firstly, flowchart for addressing any concerns. This was firstly to Susan as Safeguarding officer followed by a protocol depending on the circumstances. The second was an annual Safeguarding Self-Audit. Extra questions had been added since last time. The self-audit had to be done in January so the PCC needed to keep safeguarding on the radar. Safeguarding did not just include abuse in the home but also coercive and financial control. An online C of E course was available which Susan will **supply to Janice who will forward to PCC members**. Adoption of the Safeguarding policy must be minuted. This was **proposed** by John Child and **seconded** by Janice. **Adopted nem con.**
- 5) **Financial report and common Fund.** A decision on the parish contribution to the Common Fund had to be made at this meeting. This was in the context of a great reduction in income due to COVID. The Treasurer reported a projected deficit of £10,000 to £13000 for 2020-21. The parish had been running at a deficit for some years. The diocese is asking for the contribution to remain

the same as last year's contribution of £85,200. This was comprised of £55,700 for Clergy and Housing costs, £23,000 for Training and Support and £6,500 for Parish and Area support. The Treasurer advised that what we are currently giving is unsustainable. Of the proceeds of Collections, Donations and Gift Aid 80% was currently going to the diocese. We had reduced the Common Fund contribution for 2020-21 by £2,500 from 2019-20, the first decrease in some years. The only reserves we had were for Mission and Ministry of £65,000 which were the result of generous legacies. We were no longer able to maintain a General Reserve. Pam Powell said that we should live within our means and not be using legacy money to contribute to Common Fund. Doris Neville-Davis reported increasing dissent in press about money going to the diocese being expended on secular rather than spiritual matters and the Clergy in Deanery Synod had been vociferous about the common fund not being sustainable. After further discussion two resolutions were proposed Firstly it was **resolved** to contribute £50,00 to Common Fund for 21-22 **proposed** John Child, and **seconded** Guy Blythman. **Agreed nem con** Secondly it was **resolved** that 75% of normal income ( Collections, Donations Gift Aid) would be a suggested ceiling to offer in future year (recognising that we could not bind any future PCC) **Proposed** Mark Steptoe **seconded** Pam Powell **Agreed nem con**.

The Treasurer reported that Ecclesiastical Insurance were offering 3 year deal which was £40 less than the current one. It was **agreed** to accept this.

7. **Interregnum update.** An objection had been raised to the dissolution of the united benefice by an individual. The PCCs of both St Nicholas and St Mary Magdalene had agreed to the dissolution. The Archdeacon was in contact with the objector to calm any fears they had. Until the objection was resolved we could not register the vacancy. The next steps if the objection were to be maintained were not known but the Archdeacon was hopeful that it would be withdrawn.
8. **Parish profile.** - John Child had previously circulated an initial document. He had hoped that the dissolution would be 1<sup>st</sup> November. Until that was done we could not hold the Section 11 meeting. We had about 20 sides of A4 to put together. We needed to get a group together. Doris suggested we included links to websites and relevant statistics. We should involve parish as a whole in forming the group. John would put a notice out. It was agreed to include our strengths, the areas in which we needed to improve and the qualities we needed from an incumbent. Hilary supported by Kathy said that we needed to involve younger people in the congregation. Comments from the school should also be included and from parents and children attending Messy Church. school. Janice recorded thanks to John for what he had put together so far.
9. **Future Dates for PCC**  
 These were agreed as -  
 Monday 7<sup>th</sup> December 2020 (with Standing Committee on 23<sup>rd</sup> November 2020)  
 Monday 18<sup>th</sup> January 2021 (with Standing Committee on 4<sup>th</sup> January 2021).  
 Monday 22<sup>nd</sup> February 2021  
 Monday 22<sup>nd</sup> March 2021
10. **Correspondence.** The Quinquennial Report on the fabric of the building had been done last year. Several points had been marked as urgent and these had all been carried out. The work on the vestry roof (which had not been included in the report) had not yet done. The contractors had advised that they were awaiting dry weather. Other work on the report was still under investigation. We had £6,000 remaining from the last fundraising campaign for the

church building so we will need a lot of additional fund raising. Tiles below the dais had faded and Julia Jelley had offered to paint these. It was **agreed** to decline this offer.

It was reported that since the APCM 3 people had been added to electoral roll.

#### **11. Churchwardens Notices**

- a) **Services** The 9.30am service had maintained a good congregation, the last recorded being 45. Thanks were due to Sally and Maggie Hammond for behind the scenes support in broadcasting the service. Now we were back to lockdown, an offer was made to John Child to prepare the Intercessions in advance and send them to him. John was grateful for the offer but would not insist on it and it would be up to the individuals who were on the rota to do this if they wanted to. Simon Sheldon advised that for the 11.15am we needed to get back to in person services as soon as possible. At present we were not meeting the needs for which the 11.15 had been set up. Our current subscription to the Roots material from which the 11.15 worship was obtained didn't cover all the content particularly for young people. It was **agreed** that the subscription would be extended. Thanks were **recorded** to Margaret for what she has done for the 11.15am service. A question was raised over the licensing of recorded music used in services. It was thought that the former administrator had done this but no record could be found. John Child **agreed** to investigate.
- b) **Christmas.** It was reported that due to clergy availability a Midnight Mass would have to be recorded at 6.00pm on Christmas Eve for later broadcast. There would be no Christmas Day service. There will be a service on 4th Sunday (two days later). It was still undecided as to whether a Crib service could be held safely. Posada was also discussed. Paul Thurtle and Kevin had offered to do a Zoom Advent service on 29<sup>th</sup> November

There being no further business the meeting was concluded with the saying of the Grace.

**Date of next PCC meeting 7<sup>th</sup> December 2020 at 8.00pm on Zoom**