

## **MEETING MINUTES**

### **Newick PCC Committee**

**Date:** Thursday 28<sup>th</sup> September 2023

**Time:** 16.30

**Location:** Barn Centre, St Mary's Church, Newick

#### **Attendees:**

Christopher Hume (CH)

Tony Bailey (TB)

Sara Fuller (SF)

Paul Mundy (PM)

Kate Francis (KF)

Dan Cowley (DC)

Audrey Ford (AF)

Patsy Bailey (PB)

Mandy Stockwell (MS)

Caroline Smith (CS)

Linda Farmer (LF)

#### **Apologies:**

Jonathan Fenton Vince (JFV)

Jeremy Burdett (JB)

Geoff Clinton (GC)

Ian Reekie (IR)

Anthony Mallinson (AM)

#### **Sabbatical:**

Alan Young (AY)

#### **Guest:**

Rob Bellis (RB)

Key:

**Action items**

**1: Opening Prayer:** Meeting started with a prayer from Paul Mundy

**2: Apologies**

See above

**3: Minutes of September 28 2023**

**Proposed: PM Seconded: SF Passed unanimously by PCC**

#### 4: Rector issues

- Mandy Stockwell has completed her Certificate of Higher Education in Theology, Ministry and Mission at St Augustine's. Accordingly PM recommends she should have permission to preach. **Proposed: PM Seconded: KF Passed unanimously by PCC**
- Confirmation course available after Christmas so has asked PCC for possible participants.
- Pet service to be scheduled in the New Year/Spring
- Father Martin has created a Lent course which looks really good. Paul is excited by early drafts.
- Dean of Chichester (Rev Simon Holland) invited to preach as he has a connection with the village and with Uckfield - 25<sup>th</sup> February scheduled date.
- Appointment of new Church administrator required. PM proposed Sara Fuller be appointed the new Church Administrator. **Proposed: PM Seconded: AF Passed unanimously by PCC**
- Christmas services currently being scheduled. Changes required for Christmas Eve and New Years as these fall on Sunday. Times to be shared shortly
- Resolution required for Jeremy re Outward Giving. Links account to be closed and £100 which is in account to be gifted to Links International. Going forward the PCC reconfirms St Mary's outward giving budget at £4,000. Funds to be disbursed as decided by Outward Giving Committee. **Proposed: PM Seconded: TB Passed unanimously by PCC**

#### 5: Families & Youth work

- PM advised Pam Mundy has presented a written proposal to restructure our Owls Club. She notes she will need additional adult helpers. PM is keen to see a proper connection between church lectionary and Owls Club presentations. After brief discussion a motion to accept Pam Mundy's proposals was put forward. **Proposed: LF Seconded: KF Passed unanimously by PCC** NB Abstention from PM due to conflict of interest. Thanks noted for Pam, Mandy & Patsy for stepping forward to help in this vital area of our work.
- PM advised Lee Buck has presented a written proposal to go to Chailey Secondary school to run a Lunch Time Club for an extra day a week. This will mean additional cost for St Mary's. It was agreed that Paul will request six monthly impact statements from the School, that Lee Buck will be required to prepare and present a video on his work to St Mary's and St Peter's, and that we shall work with Lee to obtain outside grant funding for his work. PM proposed acceptance of Lee's proposal. **Proposed: PM Seconded: AF Passed unanimously by PCC**
- PM would like Lee to look at a Youth Alpha but depends on budget and timings so will look at this later.
- PM has been approached by Chailey Secondary School who would like to host a "Nine Lessons and Carols" service on 12<sup>th</sup> December with a choir of 52 people and orchestra of 28 pupils. After brief discussion, agree that PCC unanimously in favour of this.
- DC suggested we should grasp the opportunity to encourage School children's parents to attend Church via services like Harvest Festival, welcome them, provide tea and coffee etc. The parents at this year's harvest Service had not been informed in time to arrange to attend, there were words of songs on screen. Dan noted that services like this represent a real opportunity to encourage parents to connect with

St Mary's, and we should do everything possible to effect this. **PM/CS to raise need for more organised approach to School Church services at next Governor's meeting**

## 6: Safeguarding

- CS advised no issues reported. Lee's DBS accreditation running short so will be proactive on ensuring it gets renewed
- Paul advised that Pam Mundy is to do C1 & C2 independently on Diocese website
- Caroline noted that it would be nice to include recognition of Safeguarding as part of a Sunday services. **PM/CH: To explore how this can be included as part of the service**

## 7: Churchwardens

- CH advised Trustee Annual Report (TAR) to be published at Charities commission website shortly having been reviewed. Noted that the TAR as drafted incorporated improvements suggested by our Mark Filsell of Knill James, and Katherine Prior of the Diocese. Both now advise the TAR will work for us when we seek Grants for our Barn Centre project. PM proposed that PCC accept this TAR as presented for filing with the Charity Commission. **Proposed: PM Seconded: CS Passed unanimously by PCC** Thanks noted to Christopher, Sara and Ian for creating this report
- CH - Standing Committee meeting notes worth reviewing having been circulated. Interesting to see Pauls issues on "Growing the Gospel" such as:
  - Children's & family work
  - Accessibility
  - Pastoral care
  - Connection with the wider community i.e. School, Pastoral care,
  - Youth work
  - **SF to upload TAR. Completed!**

## 8: Electoral roll

PM: Looking for a Foundation Governor and Lucy Fisher (Linda's Daughter in Law) has been suggested. She needs to be added to Electoral roll and has offered to attend services outside of rugby season (due to son's commitment).

**Proposed: PM Seconded: CS Passed unanimously by PCC**

Abstention from Linda Farmer due to conflict of interest

- **MS to send Lucy an Electoral roll form. Action completed!**
- **Congregation to flag new regulars at Church**

## 9: Finance

- CH: IR has done sterling work on pulling together finances and great to see we have had a good first half of the year.
- Proposal for Knill James, Lewes accountancy firm as accounts examiner  
**Proposed: SF Seconded: LF Passed unanimously by PCC**
- PCC directed that its officers have Michael Christopher McLaren Hume established as a signatory with full operational rights on our Santander Account Number 90773281 Sort code 09-01-54 with all despatch. **Proposed: SF Seconded: TB Passed unanimously by PCC**

- Thanks noted from PM for amazing work done by Ian and Christopher plus great support by Knill James.
- CH: Would like to run a Christmas appeal to raise money for Youth Work in the village, approved by PCC. **Proposed: CS Seconded: PB Passed unanimously by PCC**
- PM: Proposed that we accept with grateful thanks and appreciation the offer of St Peter's to pay 40% of Rectory Expenses as presented **Proposed: PM Seconded: KF Passed unanimously by PCC.** Abstention from Paul Mundy due to conflict of interest

## 10: Pastoral Care

- PB: Working in collaboration with 3<sup>rd</sup> party agencies in the village which is working well.
- CS: Anecdotal comments suggest people are really pleased that post Covid that events are being set up again
- PB: There is some great events like Lunch club where new people are stepping up which is a real blessing.
- Thanks noted from CH for amazing work Patsy does and continued to do even when injured.
- LF: Created a risk assessment for the lunch club and looked to minimise any issues with common sense changes i.e. people at the top and bottom of stairs when moving food. Will also create a file and make content accessible. Noted that we now recognise the pastoral care implications of continuing to find a place in the teams for loyal volunteers who have had to step back from front line duties.

## 11: Fabric

- CH: Sextons report brilliant and well written. All credit and thanks to TB for his work as Sexton and his work on Barn Centre development.
- TB: Change in fire reform act requires any significant fire details be recorded/documentated going forward.
- TB: Pews have been removed and need to think about final layout going forward.
- PM: Let's review in January when we have examples of how the space is used over festive period.

## 12: Barn Centre

- TB: Planning permission given for Barn centre and path network including the dropped kerb.
- TB: Clive Stillman (architect) contacting someone who has done a faculty request for guidance and then can progress.
- TB: Now planning permission allows us to get tenders for costs
- TB: Clive has asked to get the Barn Upgrade Committee together to work out next steps.
- PM is in awe and wonder
- **TB to arrange next Barn upgrade committee meeting asap - completed.**

## 14: Churchyard

- CH: Tree review complete, clear H & S check – no issues found. Programme of work scheduled by Connick Tree Care.

- AF: Asked by Jenny re painting memorial gates and wanted to know what was happening.
- TB: To liaise with Jenny over repainting these in due course.
- CH: Next gardening day is 14<sup>th</sup> October
- Thanks noted for Jeremy Burdett and James Wallis for clearing the spoil heap from the Church yard
- DC: to tell School Dad's about dates
- LF: to create risk assessment for Gardening Day

#### **15: Newick Parish Magazine**

- CH: Ash Stockwell is helping with new brand/logo for parish church and magazine. Thanks noted to Ash Stockwell for his impressive work on this

#### **16: Confidential items**

As agreed - redacted.

#### **17: AOB**

- PB: Church complimented on Church yard looking wonderful was great to hear
- PM: Huge thank you to Danger Dad's regarding trip to Ypres last week. Privilege to get to know them
- DC: Brownies in the village could be encouraged – DC to talk to Terie about coming back to the village
- DC: Songs in church, sometimes quite obscure and keen to see at least one "School Classic".

Paul led us in a closing Prayer

**Meeting closed**