**St Mary the Virgin, Bletchingley**

Minutes of PCC meeting held in Church House on 10th July 2018

**Present:**

The Rev’d Phaedra Pamphilon Green (Rector)

Rev’d Penny Sherrington

Glynis Beazley

John Buck

Pamela Cock

Richard Fowler (churchwarden)

Vicki Gillespie

Sarah Goad

Lyn Hargreaves McCallum

Sandie Hooper

Robin Idle

Oliver Jackson

Cyril Mighall

Clementine Sellick

Lisa Swan (PCC treasurer)

Liz Windridge

Apologies:

April Alexander (churchwarden)

Valerie Muller (PCC secretary)

Clare Sturgeon
Jennifer Hyde

Alison Horlock

The meeting started with a prayer.

**Minutes from last meeting** held on 15th May 2018

Having been circulated prior to the meeting, the minutes were approved and signed by the Rector

**Clerks House update**: it is hoped that the family will move in on 31st July 2018. The Rector has been in contact with the project manager from the council. All members of the team involved will be DBS checked. Marion Buck has sent the forms to the 6 members requesting the information required.

**Finance**

Lisa Swan (treasurer) went over results for the 7 months to 31 July 2018; the suggested quota for 2019; and the proposed budget for 2019.

*Results for 7 months to 31 July 2018:*

Our results for the 7 months to 31 July 2018 is broadly in line with the 2018 budget which is to breakeven by the end of December 2018. Two noteworthy points:

* direct giving and donations are down £3000
* mission giving down £1,000, saving of £430 on church desk software and £1,100 saving in repairs and maintenance.

The Bletchingley Thomas Chapman Charity grant of around £6000 will come in before December.

*Diocese 2019 Quota:*

The expectation from the Diocese is for an increase in quote of a minimum 2% on prior year otherwise an explanation in writing is required. Treasurer proposes a 1% increase to £64,776 for 2019 to be sent with a covering letter with reasons for the to shortfall in expectations to include:

 - direct giving fell by 7% in 2017

 - £5,000 deficit last year reported

- reserves depleted,

- unable to meet our mission giving targets

PCC agreed to proposal.

In discussion, it was noted that the Diocese has a target of individual giving reaching 5% of personal income and we should work towards that over the next few years.

David Sellick had spoken in church a few weeks before about giving, and there had been a good response, with people asking for forms and discussing changing the sum they give regularly. Forms are now at the back of the church. We will repeat this initiative in September.

The Rector pointed out that there are some things we haven’t been charging for, including the interment of ashes. Scattering in the Rose Garden is no longer acceptable. From now on we will be making plots to show where the ashes have been put in the Remembrance Garden, and a further row or two can be added at the back of the church yard. We shall charge for that facility.

*Budget 2019*

The treasurer circulated the 2019 budget.

*Clerks House:*

The Bletchingley Thomas Chapman Charity is now a registered charity that derives income from the rental of Clerks House. As a Charity it aims to provide grants to St Mary’s to help with administration costs, advance music and mission. With no income from rent from August 2017 to April 2018 the reserves were seriously down but Richard Fowler thought the Charity might be able to restart donations. The Trustees were considering a monthly contribution rather than an annual sum (£6k) that is historically paid in December.

The Rector added that the income from rental will be down £200 when compared with the rent obtained when Clerks House was privately rented although we no longer have management fees to pay. The Trustees and Tandridge Council have worked hard to improve the property and have committed to continue this work. Any drop in income might be considered part of our missionary work. Tandridge is working on the basis of a 5-year rental term, although they only guarantee the rent for as long as the family are there.

**-JPIC**

Liz Windridge detailed how the first focus at their last meeting was on how we decide what we should be giving. The Committee felt that the PCC should aim to give 10% of parish income eventually but, because of the state of our finances they suggested 5% for this year. The PCC felt that the budgeted £1,500 was a better figure provided we met our budgeted income. They also need to review where the money from our mission giving actually goes. The JPIC meet before the next PCC meeting and will discuss this issue which is important for raising money. The JPIC will also discuss the extent to which our giving is increased by having a Syrian Refugee family in Clerks House, taking into account not only the lower rental income but also the lack of management charges.

**-Worship**

We have important services coming up, including Remembrance, which we need to start publicising. The Rector proposed we set the date for Harvest on the same day as Nutfield, 30th September.

Regarding church timings, the Rector expressed joy in having the time to speak to talk to people after the service at St Mary’s and adequately to prepare for the Nutfield service. The Nutfield congregation and the bell ringers also seem happy with the arrangement. John Buck requested a meeting for worship committee and 26th July was agreed.

**-Social**

Valerie Muller has sent out dates for a meeting, tbc. Barn Dance and Remembrance to be discussed. The Archdeacon will be coming to the Remembrance Day service in St Mary’s, the Rector will be in Nutfield.

**GDPR**

Leaders of all groups which operate under the auspices of the Church have to be DBS checked and they have gain consent to receiving correspondence and telephone contact from all participants. All invitations need to go out through Elaine if they are for a church sponsored group.

The Rector pointed out that we are a particularly vulnerable group because all are welcome, so we have to ensure that all are safe. We shall regard young people up to the age of 18 as “children” for GDPR purposes although the Government suggestion is 13 (contrary to EU regulations which stick to 18). This will require a few changes to GDPR policy, which will be brought to the PCC at their next meeting. There was a reminder that members of a group should be BCC’d to ensure other addresses stay anonymous. The Rector praised Serena Fowler for the good work she has been doing in sending out information and invitations to both parishes, but from now on she will cover Nutfield only.

**Disability Inclusion Policy**

Lyn Hargreaves McCallum proposed a title change to **Inclusion Policy**. The Rector raised the concerns over the sound system and its blind spots in the church, including right by the font. There was a discussion about coeliac disease and how dangerous it would be for a sufferer if he or she took wine which had been contaminated by a wafer. Everyone needs to understand the risks to the people in question. With wiping and turning the chalice, there is no danger of infection because of the effect both of alcohol and of silver. Cyril Mighall confirmed that gluten free wafers are always available. The amended draft policy will be brought to the next PCC meeting for approval.

**Hymn books**

Because of our current hymn book the congregation has a very limited number of hymns available to it. There is now enough money to order a new set of hymn books, as well as new cassocks and training bells. The Rector proposed the New Ancient and Modern, which is more up to date and quite comprehensive, available with a 5% discount for £1800 for 150 books plus choir books and music and some large print copies. All agreed.

**PCC away day**

To be held at Wychcroft, 8th September 10am-2pm. The Rector proposes that either Michelle Edmunds, assistant area Dean, or James Ashton, Deanery mission adviser, both available, should facilitate instead of her.

**Confirmations**

Michelle Edmunds will inform us when the Bishop would be available for Confirmation. There have been requests from Bletchingley and Nutfield, so it will be a joint affair. As Revd. Alison Way has been off sick and will be taking a Sabbatical, with Kerry Tucker and Penny Sherrington covering, Christ Church involvement in a Confirmation service was discussed.

**Community Cafe**

Tandridge Council have looked over the kitchen in Church House with Sue Morris to assess suitability for these activities. At the moment what we have is a “reheat kitchen,” but it will still require a handwash basin. Prices are being sought. To be discussed by Church House committee.

**Liz Windridge**

14th October will be her first Sunday post licencing on 7th October. The service will be at 6pm at Southwark Cathedral. All welcome.

**Meeting closed with the Grace**

**Dates for the Diary**

**Sept 8th PCC Away Day at Wychcroft**

**Sept19th PCC Meeting**

**Sept 28th Benefice Harvest Barn Dance**

**Oct 14th Bring and Share Lunch to celebrate Liz Windridge being licensed as a Reader**

**Nov 10th Surrey Yeomanry Concert**

**Nov 11th Remembrance Sunday followed by lunch**

**More details will follow shortly**