**St Mary the Virgin, Bletchingley**

**Minutes of PCC Meeting held in Church House on May 15th 2018**

**Present:**The Revd. Phaedra Pamphilon Green (Rector)

Glynis Beazley Jennifer Hyde
John Buck Robin Idle
Pamela Cock Oliver Jackson
Richard Fowler (churchwarden) Cyril Mighall
Sarah Goad Valerie Muller (PCC Secretary)
Lynn Hargreaves McCallum Clemmie Sellick
Sandie Hooper Lisa Swan (PCC Treasurer)
Alison Horlock Clare Sturgeon

**Apologies:**April Alexander, Vickie Gillespie

The meeting started in church with a celebration of Holy Communion followed by a glass of wine in Church House to welcome new members to the PCC.

**Appointment of PCC Secretary:** Valerie Muller

**Appointment of PCC Treasurer:** Lisa swan

**Appointment of Deputy Warden:** Sandie Hooper was nominated by Clare Sturgeon, seconded by Alison Horlock and unanimously elected.

**Sub Committees:**

* Standing Committee The Rector, the Wardens, the PCC Secretary, PCC Treasurer,
 Sarah Goad and Jennifer Hyde
* JPIC Jennifer Hyde, Richard Fowler
* Worship Committee The Rector, Liz Windridge, Cyril Mighall, Oliver Jackson, Clare Sturgeon, Glynis Beazley, Revd Penny Sherrington, John Buck
* Finance Committee The Rector, the wardens, the PCC treasurer, David Sellick, John Trott
* Youth and Young People The Rector, Clare Sturgeon, Clemmie Sellick, Nicky Worsley, Leanna Quevedo, Glynis Beazley, Alison Horlock, Caroline George
* Social Committee Valerie Muller, Gill Black, Pamela Cock, Caroline George, Ruth Goodsir, Pat Napper, Ann Pressey, Stevie Stretton, Lynn Hargreaves McCallum
* Ecumenical Committee The Rector, Ruth Goodsir, Martin Savage, Marion Buck, Frank Newcombe, Sarah Goad
* Fabric Working Group Richard Fowler, Sandie Hooper, Robin Idle, Jeff Marks and Ed Muller

**Minutes of Meeting held on March 22nd 2018:** Having been circulated prior to the meeting, the minutes were approved and signed as being correct by the Rector

**Matters Arising:** A Stewardship Sunday is being planned by the Rector, Lay Champion and Worship Committee.

**Correspondence:** Literature about the **Parish Pledge** and a forthcoming **Deanery Conference** at the end of September were circulated to everyone.
 A letter had been received by the Rector from Sue Morris and Ann Pressey who would like to set up a **Community café** in Church House. They would like to include a Death Café, advice where needed, for instance gardening matters, a sewing or knitting circle etc. This might kick start other ventures.
 Worries were expressed about limited resources being used at the expense of other initiatives. Some would prefer to see it as the church reaching out into the community rather than just a Community Café. It should not overlap with other village interests, like the Horticultural Society or indeed other users of Church House.
 Food hygiene and the suitability of the kitchen would also need to be taken into account.
 The PCC would prefer to see it start small and would welcome more detailed plans as thy emerge.

**Parish Pledge:** Leaflets from the diocese were circulated however the matter was referred to the Finance Committee, who would need to meet soon as our response for next year needs to be with the diocese by the end of June.
 The Rector is planning to review our pledge with the diocese.

**Review of the Church Management System:**Patrick Wills volunteered to appraise Church Desk is see how suitable it is for our use, its ease of use and what back up support there is when using it. His report is appended to these minutes. He also looked at Church Suite, another management system in use.
Following his report we decided to abandon using Churchdesk.
The Rotas are being done by April Alexander and Kerry Tucker, who circulate them by email, but also have hard copies available.
The diary was probably the most useful feature but it can be done equally well on Google Calendars which can be put on the website for everyone to see quite easily. It is also free!

**Gift Aid Secretary:** Michael Barnes has been Gift Aid Secretary for many years and would like to retire!
The job entails logging the weekly envelopes, keeping note of special events, usually through the treasurer, who also provides details of online payments. Every quarter there is an on-line form to complete.
Need to advertise on the weekly sheet. Michael will continue until a replacement is found.

**Grass Cutting and the need for some-one to co-ordinate this:**What is really needed is someone to oversee looking after the mower, providing fuel, getting the mower serviced and maintained throughout the summer. Ed Muller is happy to help Bill Alexander with this.

**Dates for future PCC Meetings: PCC Away Day** September 8th- location to be confirmed

 **Benefice Meeting** June 25th in Church House
**PCC Meetings** in Church House at 8pm
Tuesday July 10th
Wednesday Sept 19th
Thursday November 22nd
Tuesday January 15th
Wednesday March 13th

**A.O.B Microphones:** A query was raised about problems with the microphones and the disrupting effect of asking at the beginning of every service whether the president can be heard. The Rector was about to meet Paul Hyde, a sound engineer, to look at and review the system.

 **Monthly Newsletter:** John Buck feels there is not enough room on the weekly sheet to keep everyone informed about what is going on, particularly during busy periods.
He suggested forming a small committee to produce a monthly newsletter which could also include teaching material as well.
One suggestion was that the weekly sheet should be specific to each parish rather than a combined one, which would leave more space to keep everyone informed. The readings on the current sheet are specific to St Mary’s only.

 **The Clerks House:** Tandridge are now paying rent for the Clerks House and have until September to find a suitable refugee family to live there.
The Rector has asked Marion Buck to head up a team to welcome this family and oversee helping them to adjust to living here. It is important that, however well intentioned, that the family are not overwhelmed with help. Marion would welcome names of people who would like to be involved.
Clemmie Sellick offered.
It is important that initially contact is through Marion and her team.