**St Mary the Virgin, Bletchingley**

**Minutes of PCC Meeting held on**

**Monday February 8th 2020 on Zoom.**

**Present:**

Rev’d Phaedra Pamphilon-Green (Rector) Kate Doody

April Alexander (churchwarden) Vicki Gillespie

Richard Fowler (churchwarden) Lynn Hargreaves McCallum

Bill Alexander (treasurer) Jennifer Hyde

Jeff Marks (Safeguarding Officer) Cyril Mighall

Valerie Muller (PCC Secretary) Clementine Sellick

Pamela Cock

**Apologies:**

Sandie Hooper

The Rector welcomed everyone to the meeting in prayer remembering particularly the people of Myanmar.

**MINUTES:**

The minutes of the Extraordinary PCC Meeting should be amended to read

An extraordinary meeting of the PCC was held on September 1st 2020 when Howard Freeman was asked to work on a DSAR that had been received by the PCC. In order to complete this task he was asked to act as our Data Protection Officer. (We do not hold enough Data to warrant having a DPO permanently).

The minutes of the meeting held on September 15th, having been circulated previously, were agreed.

**MATTERS ARISING:**

A query was raised about whether there were any plans being considered for replacing the heating system. RF replied that various systems are being considered but that he hoped the present repair would last for several years. The system is due its next inspection in March.

**CORRESPONDENCE:**

The only correspondence received had been from the diocese about coping during the pandemic.

**DSAR:**

Howard Freeman had written to the subjects saying we were not prepared to complete the DSAR they had sent to the PCC, explaining his reasons including that the subjects had already received a report from the diocese in reply to a similar DSAR that had been sent to them.

There has been no reply from either the subjects or the ICO

**FINANCIAL STATEMENT 2020:**

The treasurer presented the Accounts for 2020.

Anthony Cock, our Independent Examiner, has seen these accounts and will be happy to sign them when current conditions allow.

Income is down from 2019. Whilst income collected through Stewardship has remained good, inevitably income from collections and fees from weddings and funerals has dropped significantly.

There has been a reduction in spending, Church House costs are down, the church administrator was furloughed, and our organist claimed less fees. Extra expenses came from the cost of the Quinquennial inspection and the solicitors fees, of over £4000, incurred as a result of the DSAR.

We are still dependant on the income from the Thomas Chapman charity.

The treasurer has increased our savings with the Central Board of Finance, interest rates are very low but at least it is producing a little income.

Everyone agreed to accept these accounts providing the Independent Examiner signed them as they are.

Bill thanked Anthony for examining the accounts and Lisa Swan for running the payroll account.

Bill was also thanked for his enormous effort in maintaining and producing these accounts.

**BUDGET for 2021**

The treasurer presented the budget for 2021. This was very much based on our spending during 2020. A smaller surplus is forecast, we are still dependant of income from Thomas Chapman charity and as there could still be legal expenses in relation to the DSAR, money has been allowed for this.  
Our contribution to the diocese has remained the same as last year, although we hope to be able to increase this later in the year.

It was suggested that there should be a provision for Sunday Club activities. It was thought that a good use of the remaining funds in the Mission Account would be to start such a fund and that it should then be regularly included when setting the budget each year. Our work with children is very important and should be funded properly.

The budget was approved by everyone present at the meeting.

**PLANS FOR A REFECTORY:**

The two churchwardens had met with Duncan Gregory the Southwark diocese church building officer and the minutes of that meeting were read. These will be attached to these minutes.

It is clear that we need a long term vision of how we might use the church building, including plans for replacing the church heating system, installing a refectory, and any other major work that might be needed. It was agreed to re-assemble the working party, which has been unable to meet during the Covid restrictions, to look at these minutes, to discuss ideas and begin to formulate some plans.

**LENT AND EASTER**

It would be lovely to think we might be back in church by Easter!

Being realistic though the following plans are being put in place.

**Ash Wednesday**. There will be an online service and people will be asked to ash themselves. Palm crosses will be left in church for collection and instructions will be put in the newsletter about how to create your own ash from them.

**Lent Course.** This will be on-line on Monday evenings from 7.30pm. VJM to set up the zoom meeting and distribute the link.

**Stations of the Cross.** These are still on YouTube from last year and can be used again.

**Tenebrae.** The rector and organist are discussing how best this can be put on-line.

**SAFEGUARDING**

New forms have been received from Diocese for DBS checks.

There has been continuing support of a vulnerable adult.

**APCM**

This will be held on Zoom on Sunday March 14th.

There was some concern that if everyone completes their terms as normal we will be left with only 2 members on the PCC with any experience. It was agreed to ask those who would otherwise retire this year if they would consider staying on for another year. VJM to ask them individually.

We need three representatives for Deanery Synod. Jennifer is happy to stand. Need to confirm with those who were happy to stand last year if they are still happy.

Meanwhile we need to think about who else might like to serve on the PCC.

Items for discussion under Any Other Business must be notified to the Rector two weeks in advance of the meeting

**JPIC**

The Christmas Appeal to support the children at The Village School was hugely successful, many people were very generous. However there were a few operational problems with the school which, fortunately, were resolved. We had really intended helping the children and their families, not the school, although we needed their input to distribute the gifts.

There have been some heartfelt thank you letters.

Looking forward as we try to build a relationship with the school we need to talk to them to discuss how best we can help them before we embark on any further plan.

**ANY OTHER BUSINESS**

The Quinquennial inspection has been completed and the report received. Rf is making enquiries about some of the recommended work and awaiting quotes for others. He will report back to the PCC when these are all to hand.

The Meeting finished at 10pm with everyone saying The Grace together.