

**Haslemere PCC**

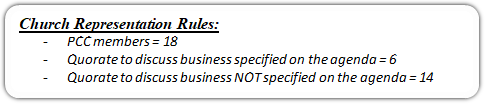
**Minutes of the meeting held at the Link**

**on Monday 20 November 2023 at 7:30pm**

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| **Present** |  |
| Chris Bessant | Rector (Chair) |
| Andrew Culshaw  Gareth David  Hamish Donaldson John Harvey | Treasurer  Churchwarden |
| Simon Ingram  Bridget Leary  Cathy Moore | Safeguarding |
| Justin Manley-Cooper  Geoff Martin  Katie Morgan  David Sewell  Andrew Silk  David Simmons  Stephen Vaughan | Churchwarden  PCC Secretary  Deputy Churchwarden |
| Richard Parker |  |
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The meeting was opened with a prayer led by Rev’d Chris.

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|  | **Agenda item** | **Action** |
| 1. | **Apologies for Absence**, Debbie Peet, Alistair Morgan, Geraldine Lambrechts |  |
| 2. | **Minutes of meetings and Matters Arising from September 2023.**  Minor corrections and amend 10a to reflect a better tone. |  |
| 3. | **Rector’s Report and Updates**   1. **Choral Music**   Clive Osgood has been making good progress, building up and trying out a contact base to progress, although still very much in its infancy. Junior Choir are now regularly appearing on the second Sunday at St Christophers which is a good addition. Good feedback to date and work progressing.   1. **Christmas Planning**   Lot of work being undertaken as always with this time of year. Nothing radically different to previous years. Stall coming along for 3rd December.   1. **Jamie Harle**   JH is a dad within the parish seeking ordination. Been in discussion with the Diocese and as part of this process he’s reinvigorating the Carpenters group, will join the Servers rota, and keen to join PCC and School Governance.  Victoria Martin is still talking to Diocesan Director of Ordinands (DDO). Discernment likely be between Easter and Summer, following which she will go ahead with a year or so to panel. In all likely to take around 2 years.  Healthy church that we have people who are seeking a calling. |  |
| 4. | **Legacy Finance**  Draft paper shared for review, plan to finalise a policy by January’s meeting and draft content (e.g. flyers).  Soft approach for timing on legacy push to avoid clashing with the Link project fundraising (Spring for Link, Autumn for Legacy).  AC – believes there could be an opportunity to incorporate an element of legacy finance in the Link fundraising.  Difficulties to consider around issues of incorporating gifts within a Will.   * look at Letter of Wishes as alternative to adding into a Will. * Diocese do provide a Will writing service. * Policy will need to address issues around legacies being restricted in their use (keen to avoid). * Existing policy is for legacy donations are put towards major improvements/repairs. * Need to provide simple guidance for parishioners, helping explain how their gift can work best for our Church. * Consider offering workshops to help break down barriers. * Talk to local solicitors about drafting Wills/Letters of Wishes, ask them to include their content in their offices.   In summary, we are starting with nothing in place at present. Need to look at what we include on the website, parish emails, coffee mornings, content creation. | **Action: Policy to be drawn up.**  **Need to consider what content we share with the parish.** |
| 5. | **Christmas Windows Competition**  Scheme has developed, now in its 4th year. Continues to gain traction for the whole community, church and schools. Still need 3 hampers to be sponsored – contact AC if interested. | **Action: Hamper sponsorship** |
| 6. | **Racial Justice Covenant**  Paper shared with PCC. Bev Hunt is a nationally well-regarded campaigner at parliamentary level for Racial Justice. Has produced a covenant which churches have been invited to adopt.  Premise is that we sign the covenant, and by doing so we agree to advertise that we have adopted it – on our website/church notice board. CB sees it as being similar to how we approach our Safeguarding Policy. By signing we are undertaking to take the issue seriously and provides us with another lens in which to look through our work on inclusion.  Concerns raised by PCC:   * By adopting this, would this suggest to other minority groups that we are not welcoming and accepting of them? * Feeling it becomes something which is exclusive, rather than inclusive as a result of only addressing race as a barrier to being welcome to the church * It only addresses racial diversity, not **all** diversity * By signing it, what exactly are we agreeing to – unclear on how we will need to evidence our commitment to the Covenant (e.g. would we need to run an annual census on our parishioners – which in turn has implications on putting people within certain boxes and how do we define those boxes (RP). * Issue that our parish is not particularly diverse (our PCC members don’t reflect a widely diverse group but is that still representative of our parish?) * Feels the covenant assumes that everyone of racial minority would come to our church, rather than to another religious environment.   CB clarified that he felt Point 3 of the covenant’s principles addresses the issue of representation and suggests that culture must come first. If we commit to improve the diversity of our church, it is a complex matter – we need to look at many aspects - welcome, invitation, culture. How do we caveat and quantify this? He sees this covenant as a starting point on this journey – we need to ensure that anyone coming to our church feels welcome and if there are any barriers to that we need to understand what they are.  By starting this process, we are building up in layers all areas on diversity and welcome. We want to do this work properly, which is not something that can be rushed through.  [CB took a short period away from the meeting to collect his thoughts as discussions became quite heated].  On returning, AC said that whilst there was some agreement with the principles of the covenant, it was felt there were words missing within it. AC suggested that we adopt the principles behind it, but we recognise the need to review all areas of diversity to be inclusive to all, not just those on basis of race.  Clearly, there is a piece of work that follows on from signing the covenant and we need to deliver that. CB feels that piece of work is in our diversity and welcoming work. To do our best efforts, and to ensure we address every area of diversity, there is no point in doing a rushed piece of work just so it sits alongside this particular covenant.  **Resolution: Stephen, Richard and Bridget to review toolkit with any comments welcome from wider PCC group to then report back to PCC at next meeting.** | **Action: RP, SV & BL to review Racial Diversity Toolkit and report back at next PCC meeting** |
| 7. | **Parish Vision**   1. Review and Research Teams – Diversity Toolkit   BL gave a brief overview of the work being started on this area. More work to follow.   1. Review and Research Teams – Welcoming Church   CB – work being done on this but have ended up reaching out to a wider group which is proving hard to get together. We need to understand what we mean by welcoming, but don’t want to dictate the conversation, but rather let it grow organically. Working party meeting on 11 December.   1. Eco Church – To discuss how should we bring to PCC.   Simon Ingram gave a brief overview of what the Church means in its undertaking to be net zero by 2030, namely by not producing any harmful gases (CO2). Commitment that all its buildings and transport will be net zero (if we get down to last 10% then we can offset that).  We have to adopt policies that get our church to net zero. The Church have suggested it will take approximately £30,000 per parish to achieve net zero, which is extremely unrealistic.  Our considerations as a parish:   * Buildings included in our undertaking are St Christophers, St Bartholomew’s and the Link (the latter we will hopefully be able to address as we carry out the redevelopment work). * All heating in the two churches is via big gas boilers. At present we have the advantage that they are relatively new so easily repaired. When we come to replace we will need to adopt a net zero option which will be expensive. * 83% of our energy use is gas which we will need to change. * Big buildings with single glazed windows – how can we make our buildings better insulated (we have big heating voids, beautiful stained-glass windows etc). Be creative about the issue – can we look at heating the people inside the buildings, rather than the buildings themselves? * Buildings are old so ensure at this stage we ensure drafts are dealt with and better insulation where we can. * We need to monitor the heat and fabric of our buildings to understand optimum temperature needs to be so we can fully consider our options. Ensure we have a good understanding of our gas/electricity usage, monitor heat levels, moisture/damp levels etc. * Church wardens currently monitor our gas/electricity levels with regular meter readings. Need to buy monitors to establish what our moisture and heat levels are so we can establish what is the optimum heat we need to keep our buildings at. Action : buy monitors   Next steps: SI to work alongside a working party to develop a plan on how we progress this issue, to then report back regularly to the wider PCC. |  |
| 8. | **Gardening Calendar - Policy Reviews and Planned Items**   1. Lone Worker Policy – Chris to share it with all relevant people on the list. 2. Data Disclosure – privacy notice. Just one update on safeguarding. 3. Constitution of Standing Committee – nothing to add. | **CB to share Lone Worker Policy** |
| 9. | **Regular Reports**  *Reports to be issued prior to meeting. If you have any questions, please contact the person named.*  ***Reports will be discussed only if there are decisions to be taken.*** |  |
|  | 1. The Link Reimagined: AC/DP/CM   Since we last met:   * Planning permission granted. * £300k lottery application submitted * £400k Community infrastructure levy (CIL) * £1m YFS   Thanks to the team for all their help. Will reactivate in February with congregation for their contribution. |  |
|  | b. St Christopher’s Team: CM  Stirling work done by David and Andrew re-wiring St Christophers. Grateful to them both. |  |
|  | c. Families and children’s Groups : GL  Nothing to add in addition to the report. |  |
|  | d Safeguarding: CM.  CM shared safeguarding action plan with PCC as part of the annual requirement by the Diocese.   * Need to approve a list of all those activities which happen in our buildings, but which do not include our groups. Note, our hire agreement states that a group which meets regularly must either have a safeguarding policy they share with us, or adopt ours. Generally felt this is happening. CM will check that the AA are covered by their own Safeguarding policy. * Rector and PSO must confirm that they are aware of their obligations in the event there is an ex-offender or somebody known to the authorities who is coming to church. Diocese would provide a management plan to be put in place and CM/CB would implement controls confidentially. CM confirmed they are aware of that structure and of their responsibilities. * DBS checks – all PCC members have completed their DBS checks. If everyone does the update service via the QR code and shares their certificate number and DOB with PSO she can update and confirm no changes every three years, thereby eliminating the requirement to complete further forms.   **Confirmed and approved unanimously by the PCC:**   * **Approval of activities happening within our buildings** * **Rector and PSO did confirm they are aware of their obligations** * **PCC did review the PSO action plan.** |  |
|  | e. Finance: AC  Two items for approval:   1. Budget. Looks the same as it was for this year, modest increase due to index linked giving, gas bill has gone down and a new printer which vastly cheaper. No new items.   **Budget for 2024 for approval : Approved unanimously**   1. Fundraising for Outward Giving - £2,300 raised so far. Bit further to go with email being sent and final announcement/reminder next week. |  |
|  | f. Fabric Committee: AC  RR meeting with wardens fortnightly to keep track on items. |  |
|  | h. School Update:. CB  Nothing further to report. |  |
| 9. | **AOB** |  |
|  | * 1. Homeless Visitors – very rarely we get a note down from Church about risky individuals (usually ex-offenders etc). Made aware that someone has been sleeping in the porch at St B’s. CB has approached the individual – he doesn’t want help and comes and goes at various points in time.   2. Piano purchase for HHH – requirement for a decent grand piano on occasions for various events. When HHH/Haslemere Festival hire a piano, it costs £1,500 each time. Haslemere Festival and HHH have agreed to give a matched contribution towards this with the remainder being funded by the Friends. As Friends funds are for the purpose of supporting the PCC, we need support of the PCC to contribute. Likely to be in region of £10-12k.   Vote of thanks for Hamish’s work on this.   * 1. South and Southeast Bloom 2024 – PCC gave their approval for this to progress. |  |
| 10. | **Dates of 2023 meetings**  PCC: 15th January, 18th March  SC: 19th December, 28th February |  |
| 11. | **Closing prayer, Meeting closed at 22:10** |  |



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**Future Vision and Development in Main Areas of Church Life**

*Updated July 2023*

Significant Achievements for 2023

Launch of a new Older Children’s Group (13+)

Launch of Sunday Families (morning Sunday School)

Employment of a new Parish Administrator

Establishment of a new Parish Vision

Completion of curacy for Justin

Significant Achievements for 2022

Launch of a new Older Children’s Group (8-12)

Launch of a new Junior Choir

Establishment of First Communions

Mid-week ministry to the elderly – pop-in café

Re-establishment of nursing home ministry.

Launch of Hearing Champions Ministry.

Worship and Occasional Office

All-age services \ morning worship accessibility for young children. Completed.

Establishment of an acolytes team. Completed.

Establishment of First Communions. Completed

Children and Families

Families@4 to move to twice monthly. Completed.

Establish a regular meeting Families@4 team. Completed.

Establish better branding, communications and cross-over with other areas of church life. Completed.

Greater integration of First Steps into the wider Children and Families ministry. Completed.

Launching of a new older children’s mid-week group. Completed.

Launching of a new Parish Junior Choir. Completed.

Launching of a new 13+ youth group. Completed

Pastoral

Re-establishment of the pastoral team to operate under Covid-19 restrictions. Completed.

Create a strong link with The Hunters Centre. Completed.

Mid-week ministry to the elderly – drop in café possibility? Completed.

Re-establishment of nursing home ministry. Completed.

Re-establishment of Haslemere Hospital ministry.

Schools

Integration of new Children and Families Worker into St Bart’s School. Completed.

Education and Spirituality

Increasing spiritual breadth with the arrival in Grayswood of Revd Elaine Collins. Completed.

Aims towards quiet days, healing, rules of life and spiritual direction ministry.

Establishment of Lent and autumn courses. Completed.

Increasing network of home group support and learning.

Finance, Fabric and Administration

2022 Stewardship campaign to increase regular giving in spring/early summer. Completed.

Completion of Flemish Glass. Completed.

Completion of St Christopher’s Organ repair. Completed.

Review of Churchwarden’s role.

Long term consideration for use of The Link, with planning for possible major redevelopment. Current.

Establishment of a fundraising hospitality group. Completed.

Redecoration of the StC upstairs room. Completed.

Provision of a lightweight altar for St Christophers.

Upgrade of audio/visual infrastructure at St Christophers.

Review of donations and legacies strategy.

Communities Engagement

Building upon our relationship with the High Street and Wey Hill shops. Establishment of Revd Justin as High Street Chaplain. Completed.

Research into the establishment of a permanent presence on the High Street.

Vocations and Training

Continue to explore vocations with individuals.

**Attachment: Annual Calendar for PCC Review**

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| **Month** | **Required** | **Administration** | **Briefings** |
| May | Charity Commission  Safeguarding Policy (CM, DS, R, GR) | Health, Safety & Risk Policy - next review 2023 (AC, KM) |  |
| July |  |  |  |
| September | Safeguarding Self Audit | Financial Exposure Authorities |  |
| November | Budget  Constitution of Standing Committee | Data Disclosure – next review 2022  Lone Working – next review 2022 |  |
| January | Annual Return | Building Hire Agreements – next review 2023 |  |
| March | Annual Accounts | Outward Giving Policy – next review 2025 |  |