



Parochial Church Council Minutes

Minutes of the meeting held on Thursday 21st March 2024
8.00pm in the Hall in the Dell Centre

Item	Details	Action
	Present: Andy Carter (Chair), Nigel Arch, David Arnold, Matt Barham, Sue Cook, Susan Dismohamed, Charlotte Fawdington, George Heywood, Malcolm Leighton, Peter Levinsohn, Liz Marlow, Richard Milton-Worsell, Liz Newhouse, Rupert Rea, David Renew, Revd. Sarah Tapp, Richard Wadey, Tony Whitehead and Samantha Wylie. (All names are noted in initial form as appropriate below).	
1	Welcome and Prayer: AC welcomed all present. ST opened the meeting in Prayer	
2	Apologies for Absence: Alison Anderson, Christine Bailey, Jane Boniface, Bethany Eckley, Rachael Hide, and Oliver Thornton,	SD
3	Declarations of Interest: None.	
4	Health and Safety: no accidents to report.	AC
5	Safeguarding Matters: Safeguarding officer not present but sent an update via email, ongoing historical allegation is under investigation, diocesan safeguarding officers are supporting the complainant. No current member of staff or parishioner involved. Almost All PCC members are up to date with safeguarding training. Training lasts 3 years so please respond promptly if a request for training is sent by AA.	AC
6	Electoral Roll update: 3 new admissions onto the Electoral Roll; Felix Fawdington, Esther Jones and Jill Lacey.	SD
7	<p>Review of the Previous minutes and matters arising: 22nd February, No changes to the minutes. TW Proposed and LN seconded, that the minutes of the PCC meeting of the 22nd February 2024 be accepted and signed as true record. passed.</p> <p>Matter arising: <i>Item 8</i> : Finance update donations to our mission partners from the café took place yesterday 20th March this will happen one a day a month. Donations to Wheels for the World exceeded what would have been the takings for the day. VAT threshold has now gone up to £90,000.</p> <p><i>Item 12:</i> Growing in hope, JB was unable to attend the meeting, this initiative has been discussed at a staff meeting.</p> <p>Action: To remain on the agenda as an action point for follow up at a later meeting.</p> <p><i>Item 14:</i> St Giles and St Georges Trust. ML stated that this item still needs further research.</p> <p>Action: to remain on the agenda.</p>	AC

<p>8</p>	<p>Synod/PCC Committees/Ministry Groups: updates available from the WMT and H&S reports circulated prior to the meeting. Deanery Synod meeting 29th February 2024. This was an opportunity to meet the new Bishop of Dorking the Right Revd Paul Davies via Zoom. Three areas of interest are the Environment, Children and Youth and Vocation. One of the three meetings each year is via Zoom. Diocesan synod meeting 9th March, ML and RMW unable to attend therefore no report available at this time. Following the APCM there will be further requests for PCC members to participate in committees or ministry groups, one ministry group will require a Chairperson.</p>	<p>ML</p>
<p>9</p>	<p>Finance update: The first draft of the accounts needs to be amended; therefore, they were not ready for this meeting. Second draft to be brought back to the April 18th meeting. The reduction in the level of giving remains an ongoing topic of concern. It has dropped by 15%, predictions show that we will be £90k off budget by the end of the year if current trends continue. Expense Plus does allow the team to see the giving data in more detail. 22/23 there were 361 giving units, January and February's data shows only 270 giving units. Concerns raised about the need to cut expenditure or increase giving. Lengthy discussion regarding issues raised which include the increased use of volunteers, the current parish share, salaries, stewardship, importance of the staff team in supporting ministry. April's meeting will be largely devoted to the budget and strategies to increase giving across the parish. Action: Auditors draft accounts will be ready to bring to the April PCC for approval Action: Giving and Stewardship Campaign strategies to be discussed at the next meeting. All please come to the meeting with ideas for discussion.</p>	<p>DA</p>
<p>10</p>	<p>HR update: HR Committee is now in place. HR Matters (staff newsletter) continues to keep staff informed of HR activities. 2 training days are booked in for May and July. A staff awayday has been planned for September. HR policies now available to all staff and reviewed on a cyclical basis. First aid and fire training are now up to date. The finance team are now working in project mode and planning for future ways of operating.</p>	<p>ML</p>
	<p>Leg stretch and coffee break: Thank you to DA and MB for providing and serving refreshments.</p>	
<p>11</p>	<p>Vacancy update: Interviews took place as planned. No more information at this time.</p>	<p>AC</p>
<p>12</p>	<p>Fit and Proper Person Declaration: SD has had information from the Diocese that requires all PCC members to complete a Fit and Proper Persons Declaration. This is in addition to the DBS checks. The forms are in Dropbox. This form does not need to be completed if you are leaving the PCC at the next APCM or up for re-election. Action: ALL download the form and complete, returning to SD at the April 18th meeting.</p>	<p>SD</p>

13	<p>AOB: Hope Explored. Sign up for 'Hope Explored' and encourage others to do this. It will run for 3 weeks from the 17th April, morning and evening sessions are available.</p> <p>Chairs: It has been brought to our attention the need for chairs with arms in the halls and St George's church. Further research regarding the type and cost of chairs will be undertaken.</p>	
14	<p>Review of Meeting: No part of the proceedings should be regarded as confidential.</p> <p>Dates of Next Meetings: April 18th 8pm APCM 9th May 8pm St George's</p>	
15	<p>Closing Prayer: Meeting closed with the PCC prayer</p>	

*Meeting closed at 9.15pm.
Susan Dusmohamed 22nd March 2024*

Signed Andy Carter

Date 18th April 2024

Andy Carter Chairman