

**St Mary's Church Eaton Socon Parochial Church Council
Minutes of Meeting – Thursday 5th November 2020**

Present : TR RN EJ DH
JG TS IS DC
EC ML GC

Meeting Chair: TR

Minutes: JR

Meeting started : 19:33 **Meeting concluded :** 21:18

1. Reflection and Prayer

GC shared a short reflection and began the meeting in prayer.

2. Story Sharing

ML, EJ & JR shared stories of how they were.

3. Apologies

JF

4. Welcome to new PCC & Appointment of Officers:

Role	Nominations	Proposer	Seconded	Passed
<i>PCC Secretary</i>	BN	EJ	DH	Passed unanimously
<i>PCC Minute Taker</i>	JR	EC	RN	Passed unanimously
<i>PCC Vice Chair</i>	EJ	DH	GC	Passed unanimously
<i>Treasurer</i>	RN	IS	ML	Passed unanimously
<i>Electoral Roll Officer</i>	BN	EJ	JG	Passed unanimously
<i>Standing Committee</i>	TR EJ DH RN	IS	GC	Passed unanimously
<i>Safeguarding Officer</i>	JG	ML	DC	Passed unanimously
<i>Safeguarding Serious Incident Officer</i>	JG	EC	TS	Passed unanimously
<i>Data Protection Officer</i>	TS	GC	RN	Passed unanimously
<i>Co-optees</i>	n/a	n/a	n/a	
<i>CMG</i>	EJ DH	IS	JG	Passed unanimously
<i>Staffing Committee</i>	ML EC IS	DH	TS	Passed unanimously
<i>Deanery Pastoral Committee</i>	RP	JG	TS	Passed unanimously
<i>Serious Incident Officer</i>	EJ	EC	ML	Passed unanimously

TR suggested that the Trustee Paperwork from last year was carried over to this year, as the details/members of the PCC remain the same due to COVID-19.

Proposal: *To continue to use the trustee paperwork from last year until the next APCM in March 2021.* **Proposed: EJ, Seconded: DH - Passed unanimously**

5. Minutes of Meeting held on Thursday 25th June 2020

The minutes were signed by TR as an accurate record.

Proposed - DH, Seconded - TS Passed unanimously.

6. 25th June 2020 Minutes Action Points Table Update

See table at end of minutes.

Matters arising from 25th June Minutes (not covered in agenda/table)

TR thanked JR for taking the minutes.

7. Minutes of meeting held on Thurs 24th September 2020

The minutes were signed by TR as an accurate record.

Proposed - TS, Seconded - DC Passed unanimously.

8. Matters arising from 24th September Minutes (not covered in agenda)

TR shared that we were unlikely to have a drive-in Carol Service. He still proposes we have a Carol Service, a Christmas Eve Service and a Christmas Day Service.

TR explained that we are launching a Christingle Service, which Liz Faulkner and Jennifer Reed are organising; 20 people have already signed-up for a pack, costing £1.50 each.

We are also planning to include children in the Christmas Nativity Service on 20th December.

9. Finance Focus:

a) September Accounts

RN circulated his financial report and 2021 budget D prior to the meeting.

- The forecast deficit projected for the general account deficit would be £2545.
- Budget D showed an increased deficit of £2378 to £6878
- Planned giving has reduced by £2580 in that budget run.

b) October Accounts

• New document issued for October showed current forecast movements of £900 down for receipts, and payments down £2000, £1300 of this is grants from the government for furlough claims. These movements have reduced deficit from £2545 to £1384, but the gift day has raised £10,389.

• This year computer equipment has cost £1853 which RN suggests is charged against the general acct as well as providing for bell ropes of £800. This gives a surplus of £6352 ignoring write off of assets and would boost cash reserves from £12055 to £18407.

c) Budget E

• Budget E showed reduction in collections/fees of £2000, Reduction in mission £1000, reduction in staff costs, assuming JSS from Dec to May and furlough extended in Nov by £1457 plus furlough bonus of £2000 in Feb. Deficit is £4375. With £800 for bell ropes and £2175 for pledged giving changes, the budget deficit is reduced to £1400.

- Due to an announcement today that the furlough scheme has been extended, RN will need to recalculate again.... but not this week!!.

RN proposed we write back equipment value to zero to relieve future years of depreciation charges. This does NOT affect cash reserves as equipment paid for at time of acquisition. GC raised a concern that the World Mission budget had been reduced by £2k, which is about 20% of income for our mission partners. GC asked whether it would be possible to recover £500 from a couple of places, to mean it was only reduced by £1k. GC acknowledged that it was difficult but wanted to express his concern. RN suggested that as £697 of this year's budget is as yet unallocated it could be rolled over to 2021 if that would help.

- TR shared that there had been cuts all round, some of which, like staffing, were 'invisible'. World mission is the last area of the budget to be reduced.
- The World Mission budget has discretionary money which it gives out to others, this would be lost next year. Furthermore, the local mission project that Liz is working on and costing around £2k, will also be lost from the budget.
- TR proposed that as we start to see things improving financially, we can start to add money to the world mission and staffing budgets as appropriate. TS thought that this was sensible and that we shouldn't aim to finish 2021 with a big surplus in the budget. GC thought that this proposal was encouraging and that it could be reviewed every 2-3 months. TR suggested we review it bimonthly.
- GC asked whether we could do a short presentation on what the church does during a live-streamed service. GC is to spearhead this.

TR commented that we need to give thanks to God for His provision and thanks to Roy for his work and increased work throughout this time.

10. Safeguarding

a) Safeguarding Update

- JG - In July/August JG asked various leaders to review who the leaders in their groups were. As a result of this, DBS checks have been updated where necessary.
- The diocese has updated who needs to do the DBS training and now suggest that people who lead house groups should do face-to-face training; this has all been online due to COVID-19. Some leaders do need to do this training, however all the dates were fully booked and so JG will approach house group leaders about this when dates become available.
- TR thank JG for her work in regards to safeguarding.

11. Diocesan & Deanery Synods Update

JG reported that the Deanery and Diocesan meetings scheduled for June/July did not happen.

- The Deanery meeting in October took place via zoom. The Rural Dean, GS, from Biggleswade has moved to another Parish. Things are in hand for the appointment of a new Rural Dean.
- JG shared that a former Police Officer who had entered the Priesthood gave a talk about modern slavery at the meeting. He explained that Bedfordshire has high levels of slavery, especially within the rural farms, as well as nail bars and car washes. There is a modern slavery helpline which you can ring if you suspect someone is in need of help, under no circumstances should you approach someone or try to confront someone.

- Deanery Synod are planning a 2021 Lent Evensong.
- The Diocesan Synod also took place in October. Bishop Alan opened with an address that reflected upon how we have lived in peace and with things like antibiotics for the last 75 years and contrasted this with how people used to live with the reality of death from illness etc more. Bishop Alan reflected how in those times, people put their trust in God in a way that people don't so much now. He shared how there has been an increase in the number of people searching online for prayer.
- JG reported how the DBF have reduced the budget and 2 incumbents and 2 curates will not be replaced when they leave their posts.
- The vote was taken to make the diocese an Eco-diocese and to work towards a bronze award by Autumn 2021.

TR thank JG for her work on both Synods.

12. Correspondence

- TR shared that he had received thanks from people thanking the church for what it had been doing through this time.
- During Lockdown #2 Church is open for prayer on a Wednesday instead of the Wednesday service. TR has purchased a set of single-use communion sets, which enables people to serve themselves communion.
- ML asked whether the organ has gone, which it has and the faculty completion will be posted tomorrow (6/11/20)
- Currently there is no need to meet again as a PCC on 26/11/20, TR will contact people if this changes.

13. Dates of future meetings

2021:
 Jan 21st; Feb 25th;
 APCM on Sunday March 7th
 March 25th; *March 27th ½ day for policies etc
 April 22nd; May 20th; June 17th; July 15th;
 Sept 16th
 Sept 30th Budget Meeting
 Nov 18th; *Dec 2nd

*To be confirmed

14. Final Prayer

- The meeting closed with The Grace at 21:18

PCC Meeting Action Log as of Thursday 28th May 2020

#	Month / Item	Action	Owner	Due / Status
1	Sept / 7b	Children & Communion – arrange next PCC discussion Update 28/11 – awaiting date (carry forward)	TR	Summer 2021
7	Sept / 11c	‘Growing Younger’ – Meeting with SMES’s PCC to be arranged Update 26/2 - meeting on 30/4/20 at 7:30pm. This meeting will be opened up to others. TR to invite.	TR	Spring 2021
12	Oct / 9b	Identify and approach possible volunteers for Light Factory Update 28/11 – four volunteers Darren Smith and (once a term) Barbra Jarvis, Nanette Hesketh, Tim Robb. Carry forward to identify further volunteers	ALL	Spring 2021
14	Oct / 11b	Ongoing actions relating to lighting systems and kitchen Update 26/2 – LED lighting fitted on the screen at the back of church	DH	Summer 2021
27	Nov / 11f	Update risk assessment with addition activities identified and ensure consistency of risk assessment for each area Update 26/2 - Ongoing - there has been some progress	EJ + Others	Spring 2021
33	Jan / 9b	SEND Project ML offered to help Liz Faulkner with funding applications Update 26/3 - ML has spoken to Liz. Liz will contact ML	ML	Spring 2021
40	Feb / 6a	Finance Life Group Leaders to be reminded to forward monies received for resources to the Treasurer for accounting purposes	TR	Closed
41	Feb / 6b	Finance Develop Contactless Donations with SumUp unit using a Tablet Update 5/11/20 - all available, but can’t be used due to lockdown.	GC, DH & TR	Closed
42	Feb / 7c	Church Bibles Church Family to be asked to sponsor a new Bible for St Mary’s	TR	Summer 2021
44	Feb / 9a	Safeguarding Risk Assessments for Young People activities to be presented at PCC Away Day	JG	Spring 2021

50	April / 10b May / 8b	Future Developments EJ - DAC need a business case justifying expansion of the church hall. EJ to bring back updated Development documents with figures for architectural drawings	EJ	Spring 2021
51	April / 10b	Shed DH to obtain quotes for Shed	DH	Closed
52	April / 10b	Church Clock TR to advise Dorcas Engineering that clock still needs attention	TR	Closed
55	June / 8b	Church Streaming Options To be discussed again in September 5/11 - applications into Trusts for funding of cameras outside of church.	TR	Spring 2021

*Note: The above **closed** actions to be removed from next month's PCC recorded action log.*