

**St Mary's Church Eaton Socon Parochial Church Council  
Minutes of Meeting – Thursday 15th July 2021**

**Present :** TR RN EJ JG  
ML GC AB

**Meeting Chair:** TR **Minutes:** JR

**Meeting started :** 19:33 **Meeting concluded :** 21:56

Reflection and Prayer

TR shared a short reflection based on Acts 8 and began the meeting in prayer.

1. Story Sharing

Members of the PCC shared with each other how they were.

2. Apologies

DH, IS, TS

4. Minutes of Meeting held on Thursday 20th May 2021

The minutes were signed by TR as an accurate record.

**Proposed: RN, Seconded: AB - *Passed unanimously***

5. 20th May 2021 Minutes Action Points Table Update

Action point table updated.

Matters arising from 20th May 2021 Minutes (not covered in agenda/table)

- The Grand Piano has arrived and has received its first service and tuning. It has been used for a recording, which resulted in a donation to the church.
- 9a) Safeguarding: The notes section of the Parish Dashboard is now been used as suggested at the last PCC meeting.

6. Finance Update:

- RN had circulated the finance report prior to the meeting.
- The General Church Account is in surplus by £3256. Without provisions for costs made last year and furlough grants we would have been £1249 in deficit.
- Forecast for the second half of the year is a deficit of £5278.
- The staff costs in the second half of the year are forecast to be more due to staff returning after furlough and adoption leave.
- There is a forecast increase in ministry costs for the second half of this year as church returns to 'normal'.
- Forecast deficit for whole year is £2022.
- The piano fund was £6865, which paid for the piano and left £275 in restricted funds. We have paid about £400 for tuning, which leaves us in deficit currently, but this will be covered in the near future.
- The kitchen fund receipts are £25,650. £4054 was paid out by the end of June and then a further £18448 in July. This leaves £3140 in the fund. Vat reclaim, trust grant and half of the restrictions grant already received should cover all remaining costs.
- **TR conveyed his thanks to RN on behalf of the PCC, his hard work is much appreciated.**

## 7. Ministry Focus

### a) AME Evaluation feedback

- TR asked the PCC for their observations on the document which was circulated prior to the meeting. JG commented that she is not the contact for the Book Club - Joanne Rickwood is.
- AB asked for clarification over what 'TTT' referred to in the document - 'Time, Talents and Treasure'.
- EJ commented that it was encouraging to see that several ministries, which interface with the community, are green and able to restart immediately.
- The PCC needs to prioritise the areas they work on going forward and do these well, rather than focusing on too many at once. E.g. running Alpha as and when, rather than trying to run it immediately/always having a team on stand-by.
- The green areas will take care of themselves, but we need discuss which amber and red areas the church concentrates on in the immediate future.
  
- LIFE Services:
- If we don't get the people to resource certain areas, this will need to be brought back to PCC, e.g. we currently don't have a working coffee rota for after services. PCC felt that LIFE Prayer and LIFE Groups should be focused on. The bellringers will continue to do what they can with reduced numbers. It was suggested that we consider carefully what we develop in the way of an Autumn evening programme. Options at present include the Sung Worship and Life Together.
  
- LIFE Outreach:
- The area that is green is the Cafe on the Green.
- AB asked whether it would be possible to join with other churches to run things such as marriage prep.
- It was thought that it would be better to pause the courses, such as Alpha, and concentrate on encouraging people back to church before setting up courses for people outside of church, therefore these courses are not a priority in the Autumn. A priority is to re-engage church members in the church. It was decided that we need to bring these back from January onwards and think about how we start them again.
- Tim asked the PCC to think about whether there was anyone who could help with Baptism & Marriage Prep.
  
- LIFE Events:
- FPepp has said that she is happy to spearhead the Christmas Lunch, if it goes ahead. It was felt that it would be preferable to hold the Christmas Lunch and pause the Christmas Fayre, as people are probably not quite ready to attend the Fayre as before and it would need organising now for November.
  
- LIFE 0-18:
- Little Stars will restart after October half term, when Liz returns from adoption leave.
- Who let the Dad's out? - this currently has no leadership and has had no leadership from within the church for some time, so this will be paused for now.
- Friday Club - there was a regular 25-30 children attending this every fortnight, however there are not enough leaders to run it at the moment. The earliest this will restart is after Easter 2022, or possibly in the Autumn of 2022 after the Summer Holiday Club.
- Liz will not be joining in the school assemblies when she returns to work, as her contract has been changed so that she can support and develop the Sunday School for 15 months after she returns to work. PCC was made aware of the impact this has on our presence in the community.
- Children's Lunch Club - this is aimed at the families who access the foodbank. It is well financed and Martin would like to restart it, but may not be possible until next year. It was felt that we should try and restart it ASAP after the kitchen is completed, possibly October half term - this will depend on whether there are people available to run it.

- LIFE Living:
- Relax with art - RPepp is needing to step out of this, so this will need new leadership.
- No dates in the diary for REAL Women, but it is hoped this will restart in the Autumn.
- AB commented that we may need to think about we market things, as she did not know that many of these things were running in the church. TR highlighted that all this information can be found in the welcome pack and on the church's website. The challenge is to identify other ways to spread the word.
- LIFE Glocal:
- We need a new co-ordinator for World Mission.
- We will also need 2 new people for Deanery Synod in March.
- We also need to look at LIFE Buildings and Fabric and how this moves forward.

#### b) Young People's Work at St Mary's

- TR explained that one of the areas that has been challenging throughout the pandemic is the children's work (0-11). The youth (11-18) have been cared for well and this age-group also adapt to screens/zoom etc more easily than children.
- JR explained how she had ended up been involved with the plan for children's work going forward and shared some of the things that she felt were important, such as friendship, building relationships between the children and parents, and discipleship. A document had been circulated prior to the meeting. AB asked how we disseminated the vision/ideas mentioned in the document to the wider church. Members of the church have tried various ways of contacting the families - eg phone calls, email, text, resources on the website, however 1-1 contact is best.
- There was a discussion about the children's work. GC commented that he thought the document contained some important points and was positive about the ideas. JG commented that as recently as 5 years ago the children's department looked different and had a core of people involved in things such as the family camp.
- TR explained that we need to identify people who can be on a rota in the Autumn by the end of July, if not, we may need to reshape our services again so that we can cater for children and families.
- AB/JR are going to contact the families in August and invite them back to church and children's groups from the first Sunday in September.
- Live-streaming the service will affect what we can do in a service and when there is an all-age service the 9am service will be live-streamed instead. GC commented that he knew of one family who preferred to watch the live-stream than come to church, as they could do what they wanted with their day and then catch-up on the service later on - this may be one of the challenges of encouraging the families to physically come back to the church building.
- The Jubilee Hall will need to be rented from September to allow the children's work to take place in a Covid safe way.

#### c) Spaces Rota - When can you help?

- TR encouraged people to consider when they could help with these.

#### 8. Time of Prayer

#### 9. Updates/Matters for PCC

##### a) Safeguarding

- Nothing to report.

#### b) Kitchen Update

- A kitchen update had been circulated prior to the meeting. Some of the lights have been changed to LED lights, which has cost quite a bit, but have made a significant difference, so are worth it. It has been amazing to see the funds needed for the kitchen donated and we are grateful to God for His provision. As a result of this, we are not needing to use as much money from other church accounts.
- JG mentioned that people involved in cooking in the kitchen will need a hygiene certificate. TR explained that a 'Kitchen Team' had been set-up and they would be responsible for making sure these things happen.
- TR said that we have a lot to give thanks for and that the kitchen should be finished by October half-term.

#### c) Creation Care

- This has been moved to September's meeting.

#### 10. Correspondence

- TR mentioned the proposed building of 10,800 houses at 'Dennybrook' and how a church could be planted there if this goes ahead.
- JG - Deanery Synod wanted people's views about whether the deanery carry on financially supporting the same project for a further year, as Covid has disrupted the year, or whether a new project should be chosen. It was felt that it would be best to carry on with the same project for another year.
- The Deanery run a Lent Course every year, which involves an evening service in every church in the area. They are planning to restart this in Lent 2022.
- There will be a Deanery Evensong in Blunham Church on 8/9/21.
- EJ - The Archdeacon's Visitation will be on 29/7/21

#### 11. Prayer and Reflection for 16th September PCC Meeting

GC

#### 12. Dates of future meetings

2021:

Sept 16<sup>th</sup> ; October 14<sup>th</sup> Budget Meeting

Nov 18<sup>th</sup>; \*Dec 2<sup>nd</sup>

\*To be confirmed

#### 13. Final Prayer

The meeting closed with The Grace at 21:56.

## PCC Meeting Action Log as of Thursday 15th July 2021

| #  | Month / Item            | Action   | Owner               | Due / Status |
|----|-------------------------|--|---------------------|--------------|
| 1  | Sept / 7b               | Children & Communion – arrange next PCC discussion<br><b>Update 28/11</b> – awaiting date (carry forward)  | TR                  | Spring 2022  |
| 7  | Sept / 11c              | ‘Growing Younger’ – Meeting with SMES’s PCC to be arranged<br><b>Update 26/2</b> - meeting on 30/4/20 at 7:30pm. This meeting will be opened up to others. TR to invite.   | TR                  | Spring 2022  |
| 12 | Oct / 9b                | Identify and approach possible volunteers for Light Factory<br><b>Update 28/11</b> – four volunteers DS and (once a term) BJ, NH, TR. Carry forward to identify further volunteers   | ALL                 | Autumn 2021  |
| 14 | Oct / 11b               | Ongoing actions relating to lighting systems<br><b>Update 26/2</b> – 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<br><b>Update 26/2</b> - Ongoing - there has been some progress  | EJ + Others         | Summer 2021  |
| 33 | Jan / 9b                | SEND Project<br>ML offered to help LF with funding applications<br><b>Update 26/3</b> - ML has spoken to Liz. Liz will contact ML<br><b>Update 21/1/21</b> – with Liz on Adoption Leave until late Autumn 2021, this is delayed to Spring 2022.  | ML                  | Spring 2022  |
| 44 | Feb / 9a                | Safeguarding<br><b>Update 21/1/21</b> Risk Assessments for Young People activities to be presented at 2022 PCC Away Day  | JG                  | Spring 2022  |
| 50 | April / 10b<br>May / 8b | Future Developments<br>EJ - DAC need a business case justifying expansion of the church hall.<br>EJ to bring back updated Development documents with figures for architectural drawings  | EJ                  | Summer 2021  |
| 55 | June / 8b               | Church Streaming Options<br><b>Update 5/11</b> – An application to a Trust for funding of cameras has been made. Awaiting response.  | TR                  | Spring 2021  |
| 57 | Jan / 9b                | Creation Care Group<br>Exploring Solar Panels and ‘Green initiatives’ to help the church moved towards net-Zero  | Creation Care Group | Summer 2021  |
| 58 | Feb / 6                 | Finance: Change to Staff Contracts<br>Staff contracts of employment to state that staff pay will either be the agreed hourly rate or National Living Wage, whichever is higher.<br><b>Update 25/3: EJ has issued amended contracts to two staff members, so this action is 50% complete.</b> | EJ & TR             | Summer 2021  |
| 60 | Feb / 9d                | Creation Care: Quiet Area<br>Area to be taken forward with Circular Paved Area & Wooden Benches<br><b>Update 15/7: Approval given from the diocese for this project.</b>   | CC Group & TR       | Summer 2021  |

|    |            |   |       |             |
|----|------------|---|-------|-------------|
| 63 | Mar / 11   | <p>Quinquennial Inspection<br/> EJ to book 5 yearly inspection due in November this year<br/> <b>Update 20/5: EJ has had an email from the church architect requesting a date for November. The Quinquennial needs to be done by 22/11</b></p> <p><b><u>Update 15/7: date of the Quinquennial is 15/11/21</u></b></p> | EJ    | Autumn 2021 |
| 64 | April / 9b | JG to email the Safeguarding Action Plan to TR, who will circulate this to the PCC.   | JG/TR | Closed      |
| 65 | May/9b     | <p>TR to contact pianists to ascertain which piano should be kept.<br/> <b>Update: We still need to ascertain which piano is worth keeping, so this will roll over to the Autumn.</b></p>   | TR    | Autumn 2021 |