

St Mary & St Melor PCC meeting

Minutes

16th December 2020, 7.30pm Zoom

Item	
1	Prayers
2	Present: DA, RD, TPJ, SM, JS, BM Apologies: LC, (DA to email JL)
3	Declaration of Interest None
4	Approval of Minutes Signed as a true record.
5	Amendments / Action updates Corrections as spotted by RD made. 8.1 Has the full faculty been granted? This is pending. 8.2 Bawdens quote - BM to chase 10.5 New website and Facebook started
6	Safeguarding RD has sent a safeguarding email to PCC and was then told that this should not have gone out so she
7	Health & Safety DA has asked that people let him know if they are holding church keys. Look in the church office to see if there is a list of key holders. There is water coming up from the floor near the organ. This may be a slip risk and is part of the one- way system for reopening the church for services. Need to be paper free - remove paper from notice boards.
8	<u>Fabric and Fundraising</u>
8.1	QI - TPJ has read through and made notes on the QI (thank you). Emma, architect, has offered to come and talk to us about the QI. We have 2 years of mandatory requirements that we have to make sure that we do from the date of the QI. Are they instructions or guidance? DA reported that he knows other churches who did not have the resources or finance to fulfil QI report, when their next QI comes round, it is noted then that they have not carried out said parts of last QI. DA suggested that we look in detail at the items which have to be done in the next couple of years making a start on the essential items. DA feels that the architect will help us to identify these items. When we are looking for funds for the fabric we have looked to the Friends - if both resources and people in the Friends are depleted and they feel that this is at the level that makes their work impossible they need to let the PCC know. We can share with the Friends the costings of the QI task, which TPJ has forecast for us. We are not asking them to raise it all. JS to share costing with Friends. RD to add about joining the Friends on the website on front page with a link to the Friends page. RD to contact chair of Friends. On the PCC agenda for future meetings we have a section of the QI under Fabric & Fundraising. We, as a church, will need to fundraise for the running costs of the church, which is a new era around finances. In the current climate it will be difficult to have events etc.
8.2	Deep clean - thank the Friends for funding and organising the deep clean and thanks to the cleaners. The pew cushions need to be cleaned when the weather improves.
9	<u>Finance and Stewardship</u>
9.1	Wyndham Hall meeting - the topic of the hall and what we do about it needs a whole session. DA will put a meeting out on doodle pole for a date or use January PCC for hall discussion. TPJ asked if the APCM will be held in April and if it is we need to be thinking about that as we need people on the PCC and people to fill positions such as church warden. It was agreed that we will have two separate meetings, one for hall and the usual PCC.
9.2	Gift Aid Secretary - we have had one rejection. BM waiting to hear back from Jill Rees

9.3	<p>and will look further if no luck.</p> <p>Treasurer report - the accounts show that we do not have enough money to pay the current bills, and also we cannot pay the share payment in December. The VAT claim will pay back the Diocese loan with some extra funds for church, but this will still not cover bills. Past payments of the admin post have been paid from church funds but half was due to come from Wyndham hall account. LC is looking to see how much this amounts to and it will be discussed whether this will be transferred into the church account from the hall account. We will need to fundraise for stewardship. We will need to think more broadly about our revenue strings. RD has lots of ideas and will check with Friends to cross off any that they do.</p>
10 10.1 10.2	<p><u>Mission and Outreach</u></p> <p>Church opening - risk assessment done by SM and DA. On Tuesday DA and a group of volunteers prepared the church for Sunday service, posters, markings etc. Wooden chairs need to be moved back into the shed at the back of the church to free up the space.</p> <p>Based on capacity - a pod is an isolated pew for two people in the same bubble (or a family who can sit on the same pew.) 2 order of services will be left at the end of a pew. There are 26 pods. At 8am service there are 8 pods. Enter by main door and if able leave via the vestry.</p> <p>Real positive that we have achieved opening for Christmas. Huge thanks to the Friends for funding deep clean as this gave us the push to be able to reopen.</p> <p>If you spot anything that needs to be done when you go into church please inform BM or DA.</p> <p>Christmas services - Midnight Mass will be streamed by DA. Christmas Day 8am and 10am. There will be a streamed service on Sunday 27th - permission given by the Bishop to clergy to spend time with their family.</p>
	<p>AOB</p> <p>TPJ suggested that the Friends were invited back onto the PCC as there will be much work needed to raise funds. DA explained that the members of the PCC need to be elected. It may be that an elected member is also on the Friends committee.</p> <p>There is a door off the shed of the Wyndham Hall which needs fixing, flat roof leaking (this was not done properly in the beginning), plumbing (this has been done so the Wessex Water can reinspect) - maintenance jobs that need doing. BM to email Dave Scott to see if he can fix the door. JS to source 3 quotes for roof. DA to contact decorator who is decorating the disabled toilet.</p> <p>RD - possibility to do fundraising on the website and will look into this.</p> <p>Architect has photos of the roof works. DA to get hold of these and put the project on the website.</p> <p>Can the QI report be put on the website? TPJ feels that there may be some delicate points - a bit like a survey on your house that you would not make public. RD thinks there are some lovely descriptions in the report that could be used on the site. RD to compose an email for DA to send to architect.</p>
	<p>Grace Meeting closed 9.36pm</p>